MEMORANDUM

To: Chief Academic Officers

From: Vice Chancellor Gillian Small

Re: Cost Sharing in Sponsored Projects or Programs

Date: May 20, 2013

I am writing to inform you of a new CUNY research policy regarding cost sharing in sponsored projects and programs. Cost Sharing refers to that portion of sponsored project or program costs not borne by the extramural sponsor. As you are aware, the impacts of cost sharing are manifold:

- **Financial impact:** Cost sharing may redirect resources from the CUNY College that agrees to cost share on a project or program. In addition, it limits the ability to recover indirect costs on expenses that are cost shared.

- **Administrative impact:** Cost sharing results in increased burdens related to monitoring, documentation and reporting.

- **Compliance impact:** Cost sharing may increase the compliance risk of a sponsored project or program by increasing its audit exposure.

Therefore, in order to minimize these added burdens and risks, we have implemented a policy that allows for cost sharing only when it is required by a sponsor or when an exception has been made by the Vice Chancellor for Research given compelling circumstances.

I ask that you please disseminate this information to all researchers, research administrators and grants officers at your campus. I will be happy to answer any questions you may have in this regard.

cc: Frederick P. Schaffer
    Richard Rothbard
    Edward Kalaydjian
    Jeffrey Lucks