

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