

**INDIRECT COST RECOVERY (IDC) ALLOCATION  
REQUEST TO CARRY FORWARD FUNDS INTO NEXT FISCAL YEAR**

1. School/College/VP: \_\_\_\_\_
2. Fiscal year in which IDC funds were allocated: \_\_\_\_\_
3. Total amount of IDC funds requested for carry forward: \$\_\_\_\_\_

As a percent of unit's current fiscal year IDC allocation: \_\_\_\_\_\*

\*Requests exceeding 5% of unit's current fiscal year IDC allocation must  
be approved by the Provost and SRVP for Finance and Administration.

4. Briefly describe how the carried forward IDC funds will be used:

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

If required, approved by: \_\_\_\_\_  
SR VP for Academic Affairs & Provost Date

\_\_\_\_\_  
SR VP for Finance & Administration Date

After completing this form, please forward to Gabrielle Mason, G10 Aderhold by April 7, 2008. For those requests received by the due date, notification of approval or denial will be received by the requesting dean, vice president, or associate provost by the end of April. Late submission may not receive consideration for approval.

Funds may be used to support grant or future related grant development for:

- graduate assistants
- travel
- equipment
- renovation
- personnel support between grants

Excluded are such items as telephone and other routine operating.