

**Minimum Effort Waiver for Sponsored Projects**

**\*\*Attach as an internal attachment to the Streamlyne Proposal Development record. Do not send to sponsor.\*\***

Principal Investigator: \_\_\_\_\_ Sponsor: \_\_\_\_\_

Prime Sponsor (if different): \_\_\_\_\_ Streamlyne PD#: \_\_\_\_\_

Project Title: \_\_\_\_\_

Please read the current guidance on Minimum Effort on Sponsored Projects carefully. This waiver is required to request an exception to the minimum 1% effort requirement for sponsored projects and/or to document unsponsored effort. It should be uploaded as an internal attachment to your Streamlyne proposal record.

*If a program solicitation or sponsor guidelines do not allow effort to be charged, you do not need to complete the waiver.*

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The PI of the above sponsored project will not receive salary or commit specific effort to the project. The PI will be involved in the project throughout the year to ensure that the scope and objectives of the work are met. This voluntary effort is determined by the PI and is not monitored by the University.

This memo certifies that:

- (a) the scope of work is feasible without sponsored effort by the PI;
- (b) proposed committed effort is  $\leq 5\%$ , and any change to increase effort over 5% requires a formal cost sharing agreement;
- (c) the PI's total commitment to sponsored research is less than 100% of their University effort;

This memo applies only to PIs with regular faculty appointments and may not be used to waive effort requirements set by a sponsor in funding solicitations.

\_\_\_\_\_  
PI Name

\_\_\_\_\_  
Chair/Director Name

\_\_\_\_\_  
PI Signature & Date

\_\_\_\_\_  
Chair/Director Signature & Date

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\_\_\_\_\_ The project is an allowable exception under the Office of the Vice President for Research's minimum effort guidelines.

\_\_\_\_\_ A special exception is being requested to waive minimum effort requirement for the PI. Provide details on next page.

Reason for the exception request:

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Reviewed by (OSP) : \_\_\_\_\_ Date: \_\_\_\_\_

Approved \_\_\_\_ Yes \_\_\_\_ No Details:

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