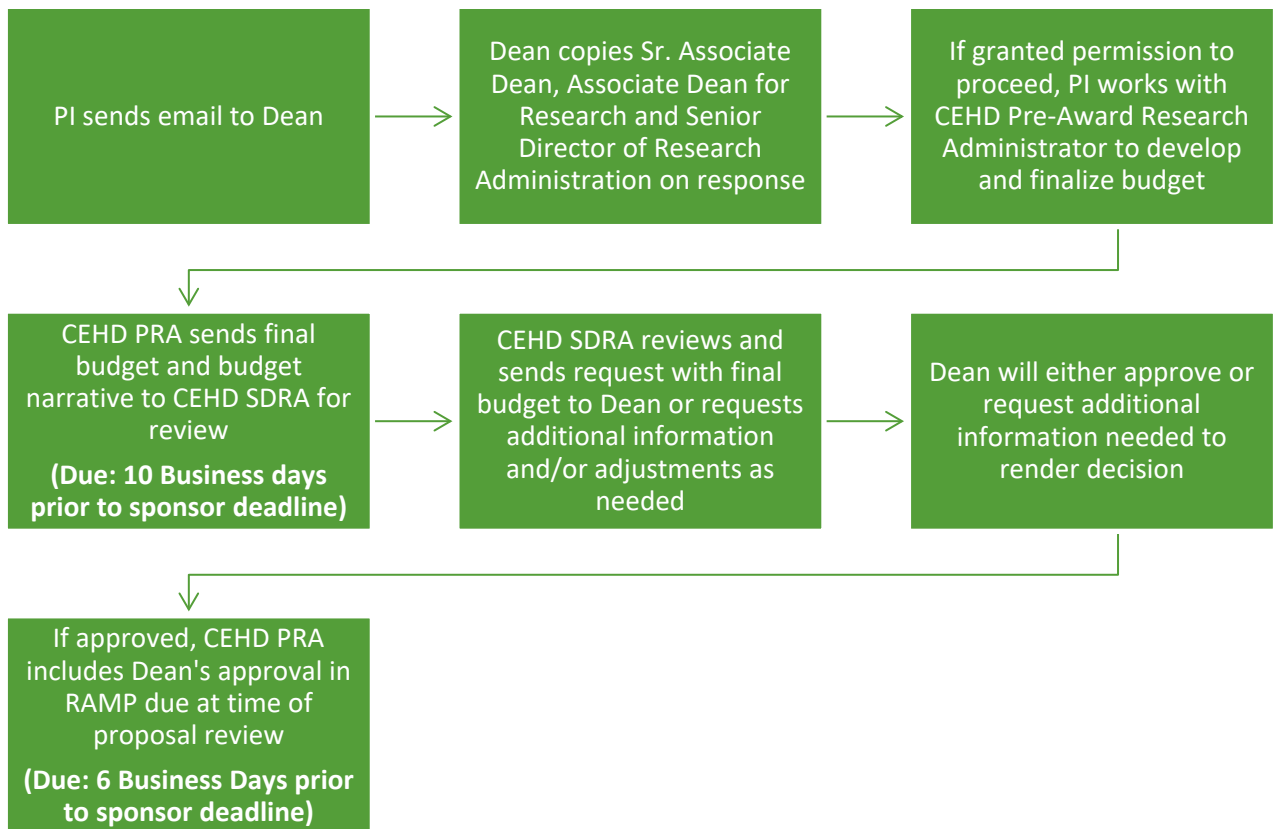


## CEHD Cost Share Approval Process for Proposal Submissions

- General requests to cost share a small amount of faculty effort on proposals may be approved by [Jessica Guzzo](#), the CEHD Senior Director of Research Administration.
- All other requests for a significant amount of required cost share that include expenditures other than faculty effort should follow the CEHD approval process below.



- The PI should send an email to the Dean as soon as it is known that there is a cost share/match requirement. The email should include the following details:
  - Solicitation name
  - Sponsor
  - Required & Proposed cost share amount
  - Proposed sources of funds
  - Proposal deadline
  - Short description of the proposed body of work
- If an Administrator in a unit outside of CEHD needs assistance with a proposed Cost Share Commitment for a CEHD faculty member, please reach out to Jessica Guzzo for assistance.