



WAYNE STATE UNIVERSITY

Indirect Cost Return Distribution Form

Effective immediately, an "Indirect Cost Return Distribution Form" should be submitted to Sponsored Program Administration (SPA) for award establishment. Use of this form will ensure that the proper distribution of indirect costs associated with a sponsored project is correctly reflected in the award record.

There is a common misconception that indirect cost return distribution in Banner and credit split in Cayuse are the same. Although the breakdown for both might be allocated similarly (100% distributed to one unit, for example), they correspond to completely different attributes within the award record.

Indirect Cost Return: funds that are distributed to separate indirect cost funds in Banner based on indirect cost revenue recovered from sponsored projects.

Credit Split: allows for distribution of award credit to multiple units.

The Indirect Cost Return Distribution Form will provide the necessary detail to accurately reflect the indirect cost return distribution for award records in Banner. The form should be included at the proposal stage in order to ensure all parties are in agreement with the proposed distribution.

The Indirect Cost Return Distribution Form can be found on the [SPA Website](#). If you have any questions, please contact SPA at (313) 577-3726 or [email](#).

WAYNE STATE UNIVERSITY

WARRIOR STRONG

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Indirect Cost Recovery Distribution Form

PI/Co-PI Share		Department Share		College Share	
PI Name	%	Dept	%	College	%
Total Must Equal 100%	0	Total Must Equal 100%	0	Total Must Equal 100%	0

Reset Form

Cayuse Proposal #: Principal Investigator:

- This form must be provided for each award that includes indirect costs as part of its budget.
 - Enter each Principal Investigator, Department, and College that will share in the indirect cost recovery distribution.
 - Ensure each column totals 100%.
 - Please upload this form as an attachment to the corresponding Cayuse proposal
- OR -
- Submit to your SPA Grant & Contract Officer at the time of award establishment

****** If additional lines are needed, please [include this form](#).