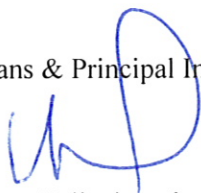


Date: October 2, 2006

To: Deans & Principal Investigators



From: Harry Hellenbrand  
Provost and Vice President for Academic Affairs

Re: New Cost Sharing Policy for Sponsored Programs

We have reviewed our cost sharing policy and made the following changes to help ensure compliance with applicable policies and regulations:

- At the beginning of each project that includes cost sharing, the Principal Investigator will submit to The University Corporation a cost sharing budget, indicating method, amount and sources.
- During the course of the project, the Principal Investigator will submit semi-annual financial status reports on cost sharing.
- The Project Director will forward a copy of the final cost sharing report to The University Corporation within 90 days of the end of the project.

The complete sponsored programs cost sharing policy can be found on the sponsored programs' website at [www.csun.edu/sponsoredprograms](http://www.csun.edu/sponsoredprograms).

Should you have any questions regarding this matter, please contact Scott Perez at x2901 or Georg Jahn at x2698

cc: Mack Johnson  
Tom McCarron  
Scott Perez  
Georg Jahn