Budget: F&A and Cost Sharing for a Non-424 Application

On a most applications, you will usually just mark the F&A and Cost Sharing sub-tabs complete.

Estimated Time to Complete
5 to 10 minutes.

Prerequisites
The Budget > Budget Items sub-tab must be marked complete.

Instructions
1. Select the Budget tab; then select the F&A sub-tab. The Facilities and Administration calculations will appear for your budget.

2. If needed, select the correct scheme for this type of application:

3. If these calculations appear correct, mark the tab complete and move on. If not, you must edit your budget or call the GCO to discuss.
4. Select the **Cost Sharing** sub-tab:

![Image of Cost Sharing sub-tab]

5. In the text field, enter any funding information that the GCO should review. You might copy this from the funding agency’s instructions.

6. Answer the question **Does the sponsor expect any financial contribution(s) from your institution?** If you answered **Yes**:
   
   a. From the drop-down list, select the type of contribution:

   ![Image of drop-down list]

7. Save the tab.

8. Mark the tab complete.

   **After you mark the** Cost Sharing **sub-tab complete, the** Budget **tab is marked complete. Normally, you won’t need to use the** Budget Periods and Setups **sub-tab.**

**Next Steps**

At this point, you can continue work on any of the other sections in your application.