

## **UNLV Policy Statement Concerning Matching funds for Sponsored Projects**

**From: "Assessing UNLV's Climate for Research & Creative Activities: Office of Sponsored Programs response to recommendations"**

### **Recommendation:**

Provide Written policy on the provision of matching funds.

### **Response:**

The provision of matching funds is a complex issue. Matching funds are not required for most programs, and when matching is required or desirable, each situation will be different. For this reason a comprehensive policy for matching funds is not advisable. Instead, we have developed a policy statement intended to instruct faculty on the considerations to make and the procedures to follow when seeking matching funds for their proposed projects.

### **UNLV Policy Statement Concerning Matching funds for Sponsored Projects**

UNLV will make every effort to provide matching funds for sponsored projects in those situations where the provision of a **cash match** is required by the program or otherwise considered necessary by faculty and administrative officials.

When seeking matching funds, the following considerations must be made and fully addressed in subsequent formal requests at the college and institutional levels.

- Why are cash matching funds (rather than in-kind match) necessary?
- How much will be needed, for what items are the funds needed, and what are the time-lines for when these funds will be needed?

Requests and justifications for matching funds should be made sequentially through the department and college levels before submitting them to the Vice Provost for Research.

Matching fund commitments must be in writing (memo or email) and they must be noted on the proposal routing form.