

New Mexico Space Grant Consortium New Mexico NASA EPSCoR

Matching Fund\$

There may be a pony in here



Pat Hynes, Director



Terminology

- Cost Share – University terminology for matching funds
- Matching Funds- terminology used in our enabling legislation
- Required Match for Space Grant 1:1
 - For every dollar we receive we must match that dollar with non-federal funds.

Cost Share

- Check with your university about process of tracking cost share
- Cost share must be expensed before it is captured



NASA Guidance

- Cost share items must be related in subject and proportion to the project.
- If it is not allowed on the grant – it is not allowed for cost share (ex:equipment, non U.S. citizens)



Documenting Cost Share

- Cost share accounts run through university accounting (to capture waived F&A, faculty & student salaries & fringe, internships & scholarships, administrative support, etc.)
- Every subcontract should have a cost share account
- All invoices from partners include cost share

Documenting Matching Funds

- Letters from advisory board members, schools, and industry can be used to document their contribution
- Letters on letterhead should identify:
 - Service (salary, teacher time, bus, facilities)
 - Value
 - Date
 - Project Title

Documenting Matching Funds

- Have cost share letter pre-approved by University grant officer before sending to sponsor
- Letter must be signed by fiscally responsible person
- Letter is kept in Space Grant office – email a copy to Grants and Contracts