



**RESOLUTION TO RESCIND  
COST-SHARING AND OVERMATCHING ON EXTERNAL GRANTS AND  
CONTRACTS POLICY, 3356-10-13.1**

**WHEREAS**, University Policies are being reviewed and reconceptualized on an ongoing basis; and

**WHEREAS**, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

**WHEREAS**, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby rescind University Policy stated above and attached hereto.

**TO BE RESCINDED**

**3356-10-13.1 Cost-sharing and overmatching on external grants and contracts.**

Responsible Division/Office: Office of Research Services  
Responsible Officer: Provost and VP for Academic Affairs  
Revision History: September 2003; June 2010; September 2015; September 2020  
Board Committee: Academic Excellence and Student Success  
**Effective Date:** **December 11, 2025**  
Next Review: N/A

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- (A) Policy statement. Cost-sharing or matching is a frequent requirement on externally sponsored grants and contracts. The Youngstown state university (“university”) match is permitted to meet the minimum requirements of the funding agency, and overmatching is prohibited unless written justification is provided to document that such overmatch benefits the university.
- (B) Parameter. Requests for proposals (“RFP”) from external sponsors frequently require cost-sharing or matching funds from the university as part of the budgetary grant request. The percentage of matching funds, when required, is typically set by the agency and appears in the grant application guidelines. However, on occasion, university principal investigators or project directors cite additional matching funds (overmatching) on grant submissions when additional matching funds are neither required nor necessary. For audit purposes, tracking of additional matching funds adds complexity to the agency and the university, and the university cannot then use these additional funds elsewhere as match on other projects.
- (C) Procedures.
  - (1) As part of the formal grant submission process at the university (see university policy 3356-10-13, “Research, grants, and sponsored programs”), clearance of the submission of an external grant application requires prior approval by department chairs,

college deans, and the director of research services, and the provost.

- (2) A typical match on an application for support submitted to an external agency would not include more than a fifty per cent match from the university. In addition, such matching funds provided by the institution would normally include equipment, supplies, or the cost of personnel reassigned time. This approach enables full recovery of indirect costs from the funding agencies.
- (3) University faculty and staff who intend to submit a grant proposal to an external funding agency must provide a written justification for including any overmatch in the preliminary budget. Prior to external proposal submission, the justification must be submitted and approved by the director of research services and approved by the provost.