VII. Chair/Director/Dean Responsibilities

When a chair/director or dean approves the proposal in Cayuse or signs the COE cost share summary agreement form, the responsible administrator is indicating approval of cost sharing commitments being made by the campus unit. The approval of the PI also indicates that the PI will be responsible for documenting and reporting the cost share to the agency. However, this is more than a PI responsibility. Failure to meet the pledged cost share can result in a reduction of agency funding, and this can impact department/unit/college resources. Therefore, it is imperative that chairs, directors, and deans only approve cost sharing commitments that are necessary, allowable, and allocable.