

University of Hawai'i

Declaration of Project Relatedness

Background: Under 2 CFR Subpart E, §200.404(d) as well as OMB Circular A-21, direct cost allocation principles require that if costs benefit two or more projects or activities and it is unfeasible to allocate the costs to multiple projects according to their exact proportional benefit to the projects, "costs may be transferred to benefitted projects on any reasonable documented basis."

Instructions: This *Declaration of Project Relatedness* is used to facilitate recordkeeping required by satisfy 2 CFR Subpart E, §200.404(d), when appropriate. Complete the following and retain with each applicable project's accounting records for as long as specified in Administrative Procedure 8.926, Administrative and Financial Management Requirements for Extramurally Financed Research and Training Programs/Activities of the University of Hawai'i.

Section I: Determination of relatedness.

The projects below qualify as related because all of the following criteria apply: (check each)

All awards described below will remain active for at least 60 days from the date of this declaration.

Scientific criteria: (select one)

The theoretical approaches of the awards are interrelated;

Studies of the same phenomena are conducted by the same or different techniques; or

Studies of different phenomena are conducted by the same technique.

All costs to be charged among the projects are allowable, allocable and reasonable, in compliance with Uniform Guidance and each award's terms and conditions.

Section II: Identification of Projects. Use additional sheets, if necessary.

Award 1

Project Title	
Principal Investigator	
Project Account	
Period Start Date	
Period End Date	

Award 2

Project Title	
Principal Investigator	
Project Account	
Period Start Date	
Period End Date	

Award 3

Project Title	
Principal Investigator	
Project Account	
Period Start Date	
Period End Date	

Award 4

Project Title	
Principal Investigator	
Project Account	
Period Start Date	
Period End Date	

Award 5

Project Title	
Principal Investigator	
Project Account	
Period Start Date	
Period End Date	

Section III: Justification. Provide complete justification and rationale for relatedness of the above listed awards as they meet the criteria specified in Section I. Use additional sheets, if necessary.

Award 1

Justification			
Signature of Principal Investigator		Dated	

Award 2

Justification			
Signature of Principal Investigator		Dated	

Award 3

Justification			
Signature of Principal Investigator		Dated	

Award 4

Justification			
Signature of Principal Investigator		Dated	

Award 5

Justification			
Signature of Principal Investigator		Dated	

Section IV: Approvals. If more than one college or unit is involved, this form may be used to collect the signatures of as many Deans/Directors, as necessary. Use additional sheets if necessary.

Signature of Dean/Director		Dated	
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