

## Indirect Rate Cost Certification Form for Agencies Using the 10% de minimus Rate

Agencies wishing to use the 10% de minimus rate for indirect costs must certify that they have NEVER had a negotiated federal cost rate and that they will apply the rate consistently.

Using the 10% de minimus rate requires a clear understanding of how to calculate the rate. Basic information about calculating the 10% rate is included in our instructions and in 2 *CFR* 200: *Uniform Administrative Requirements, Cost Principles, and Audit Requirements* (Uniform Guidance). Agencies should consider consulting a financial professional who is knowledgeable about this new federal requirement before deciding whether to request this budget item. Most agencies find it easier to request a pro-rated amount of direct expenses (e.g. a pro-rated amount of salaries, supplies & operating, etc.) and include this in their grant request.

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### CERTIFICATION FOR USING THE 10% DE MINIMUS INDIRECT RATE

Agency \_\_\_\_\_

- My agency intends to use the 10% de minimus indirect rate. I certify that my agency has NEVER had a negotiated federal indirect rate, and
- I certify that I will consistently charge expenses as either indirect or direct costs, will not double charge or inconsistently charge as both, and will use it consistently for all Federal awards.

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Signing Authority/Authorized Official

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Date

Submit this form via mail to: Office for Victims Programs, 700 Kipling Street, Suite 1000, Denver, CO 80215.