**Agency Name:**

***INDIRECT COSTS BUDGET CATEGORY***

Indirect costs are costs of an organization that are not readily assignable to a particular project, but are necessary to the operation of the organization and the performance of the project. Most costs can and should be assigned to a project, thereby reducing indirect costs. Indirect costs can include a portion of the cost of operating and maintaining facilities, depreciation, and administrative salaries.

**Provide a detailed description of all requested administrative or indirect costs**: