



GREAT CIRCLE POLICY MANUAL

Indirect Costs Paid to External Organizations

1.0 Purpose

The purpose of this policy is to define the maximum limits on indirect costs paid to external organizations by Great Circle through contracts, grants, legal expenses, and facilities.

2.0 Scope

This policy applies to administrative expenses or ongoing operational costs incurred by the applicant organization on behalf of the organization's activities and projects, but that are not easily identified with any specific project.

3.0 Policy

It is the policy of Great Circle that indirect costs paid will not exceed 15% of the total award or amount. Great Circle strives to maintain an internal indirect cost rate of 10%.

4.0 Guidelines

This policy is driven by our core value of Stewardship: *We take care of our human and natural resources and provide strong oversight of our finances.* To do so, Great Circle must limit the financial impact of management and general expenses in order to ensure maximum funding of programming to the clients and families we serve.