

University of California Agriculture and Natural Resources

RATE COVER SHEET

Enter Date

Dear Rate Preparer,

Before submitting new or modified rate forms to your Control Unit, use this cover sheet to assist you in the preparation of a complete and accurate package.

Name of Rate

Dept/Center Name

[Completed ANR Rate and Recharge Online Training](#)

New Labor-Only Rate SELECT

- 1. Rate Proposal Completed
- 2. Completed Self-Certification Form Completed
- 3. Labor-Only Rate Worksheet Completed

Modified Labor-Only Rate SELECT

- 1. Completed Self-Certification Form Completed
- 2. Labor-Only Rate Worksheet Completed

New Full-Rate SELECT

- 1. Rate Proposal Completed
- 2. Completed Self-Certification Form Completed
- 3. All tabs from the standard rate calculation worksheet
 - Approved Project List Completed
 - Productive Hour Calculation Completed
 - Budget Worksheet Completed
 - ~ Supplies and Expenses Completed
 - ~ Total subsidy Completed
 - Depreciation Schedule Completed
 - Budget to Actual Completed
 - ~ Budget History Completed
 - ~ Proposed Budget Completed

Modified Full-Rate SELECT

- 1. Completed Self-Certification Form Completed
- 2. All tabs from the standard rate calculation worksheet
 - Approved Project List Completed
 - Productive Hour Calculation Completed
 - Budget Worksheet Completed
 - ~ Supplies and Expenses Completed
 - ~ Total subsidy Completed
 - Depreciation Schedule Completed
 - Budget to Actual Completed
 - ~ Budget History Completed
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Signature Field