



San José Public Library Foundation

Indirect Cost Rate Policy

The San José Public Library Foundation (SJPLF) raises philanthropic dollars and assesses a 15% administrative fee to cover our associated general operation expenses on any restricted gift of \$1,000 or more.

Accordingly, we allow consultants, contractors, and/or subcontractors to charge their own indirect cost not to exceed 15% of their total agreement with SJPLF.

Any exception to this policy must be approved by the full Board of Directors at a regularly scheduled meeting.