



ADMINISTRATIVE OFFICE OF THE COURTS

FINANCE DIVISION

TRIAL COURT FINANCIAL POLICIES AND PROCEDURES MANUAL 7th EDITION

Policy No., FIN 15.02, Indirect Cost Rate Proposal

EXECUTIVE SUMMARY OF UPDATE

POLICY ISSUE(S)

Several of the sample forms listed in Section 7.0 Associated Documents were deleted from the policy since they are updated and included in the instructions annually.

Significant Revisions

1. Section 6.8 Record Retention – For consistency the text was revised as follows, “retained for **current year plus four years...**” instead of three years.