

UNIVERSITY OF COLORADO AT BOULDER

Certification of In-Kind Cost Sharing Contributions

For Completion by Individuals or Organizations Participating in UCB Grant Programs

Thank you for participating in the following grant program at the University of Colorado at Boulder. Federal and University policies require that we request the following information in order to report to our sponsors the equivalent monetary amounts for your non-cash contributions. Contributions, to be considered allowable for reporting purposes, must be incurred during the grant period (listed below) and must be consistent with the grant sponsor guidelines. Questions regarding allowable costs should be addressed to the Grant Principal Investigator listed below. Completion examples for this form are on Page 2.

For Individuals: Contributions may include personal time at appropriate rates for the type of services rendered, communication and transportation costs and miscellaneous expenses incurred in direct relationship to the grant for which you were not reimbursed.

For Organizations: Contributions include actual costs for staff time and fringe benefits, services, supplies or other allowable (indirect or administrative costs may be included if you have a federally approved rate) organization costs which were not reimbursed by the grant.

Grant Sponsor: \_\_\_\_\_ Grant Award Number: \_\_\_\_\_
Grant Title: \_\_\_\_\_
Grant Principal Investigator: \_\_\_\_\_ Grant Period: \_\_\_\_\_

Contributions:

Individual:

Time Period in which in-kind contributions were provided: \_\_\_\_\_

Personal time: ( ) hours ( ) days ( ) months, Number \_\_\_\_\_, Value/unit \$ \_\_\_\_\_
Other expenses \$ \_\_\_\_\_
Total \$ \_\_\_\_\_

Organizations:

Time Period in which in-kind contributions were provided: \_\_\_\_\_

Staff time and benefits \$ \_\_\_\_\_
Services, supplies, travel, equipment, other etc. \$ \_\_\_\_\_
Indirect or Facilities and Administrative costs \$ \_\_\_\_\_
Total \$ \_\_\_\_\_

Individual name or Organization name (printed) \_\_\_\_\_

Signature \*: \_\_\_\_\_; Printed name \_\_\_\_\_

Date \_\_\_\_\_

\* For organizations an administrative officer should sign.

RETURN FORM TO:

Examples

**Certification of In-Kind Cost Sharing Contributions**

---

**EXAMPLE for an INDIVIDUAL**

Grant Sponsor: **National Science Foundation** \_\_\_\_\_ Grant Award Number: **EMC 0112345**  
Grant Title: **Biomass Monitoring in the Willamette Valley**  
Grant Principal Investigator: **Edwin Johnson** \_\_\_\_\_ Grant Period: **June 1, 2001 – May 31, 2004**

**Contributions:**

**Individual:**

Time Period in which in-kind contributions were provided: \_\_\_\_\_ June 1-July 20, 2003 \_\_\_\_\_

Personal time: ( ) hours (X) days ( ) months, Number: **20** Value/unit: \$ **100** \$ **2,000**

Other expenses \$ **45**

Total \$ **2,045**

Individual name or Organization name (printed): **Marilyn Marsh**

Signature \* : \_\_\_\_\_, Printed name: \_\_\_\_\_

Date: 7/9/03

\* The contributing individual should sign; for organizations an administrative officer should sign.

---

**EXAMPLE for an ORGANIZATION**

Grant Sponsor: **National Science Foundation** \_\_\_\_\_ Grant Award Number: **EMC 0112345**  
Grant Title: **Biomass Monitoring in the Willamette Valley**  
Grant Principal Investigator: **Edwin Johnson** \_\_\_\_\_ Grant Period: **June 1, 2001 – May 31, 2004**

**Organizations:**

Time Period in which in-kind contributions were provided: \_\_\_\_\_ August 1 – December 31, 2002 \_\_\_\_\_

Staff time and benefits \$ **7,500**

Services, supplies, travel, equipment, other etc. \$ **675**

Indirect or Facilities and Administrative costs \$ **2,300**

Total \$ **10,475**

Individual name or Organization name (printed): **Mid-Willamette Environmental Consortium**

Signature \* : \_\_\_\_\_, Printed name: **Ray Gundersen, Director**

Date: 7/9/03

\* The contributing individual should sign; for organizations an administrative officer should sign.