

**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.

<b>Grant Title</b>			
<b>Grant Sponsor</b>		<b>Grant Award #</b>	
<b>Grant Principal Investigator</b>		<b>Grant Period</b>	

<b>CONTRIBUTIONS from INDIVIDUALS (rather than from Organizations)</b>	
<b>Time Period in which contributions were provided</b>	
Personal time: <input type="checkbox"/> hours <input type="checkbox"/> days <input type="checkbox"/> months, # of Units: <input type="text" value=""/>	
<b>TIMES Value/Unit:</b> \$ <input type="text" value=""/> equals	\$
<b>Other Expenses</b>	\$
<b>Total INDIVIDUAL contributions</b>	\$ 0.00

<b>CONTRIBUTIONS from ORGANIZATIONS (rather than from Individuals)</b>	
<b>Time Period in which contributions were provided</b>	
<b>Staff time &amp; benefits</b>	\$
<b>Services, supplies, travel, equipment, other etc.</b>	\$
<b>Indirect or Facilities and Administrative costs</b>	\$
<b>Total ORGANIZATION contributions</b>	\$ 0.00

<b>SIGNATURE REQUIRED</b>	
<b>Individual name (printed)</b>	
<b>OR, Organization * name AND signer name (printed)</b>	
<b>Signature</b>	
	<b>* For organization, an administrative officer must sign</b>
<b>Date</b>	

<b>RETURN FORM TO</b>	
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## Examples

### Certification of IN-KIND Cost Sharing Contributions

#### EXAMPLE for an INDIVIDUAL

CONTRIBUTIONS from INDIVIDUALS (rather than from Organizations)			
Grant Sponsor	National Science Foundation	Grant Award #	EMC 0112345
Grant Title	Biomass Monitoring in the Willamette Valley		
Grant Principal Investigator	Edwin Johnson	Grant Period	6/1/2001 – 5/31/2004
Time Period in which contributions were provided		6/1/2003 – 7/20/2003	
Personal time: ( ) hours (X) days ( ) months, Number of: <b>20</b>			
TIMES Value/Unit of: \$ <b>100</b> =		\$ 2,000	
Other Expenses		\$ 45	
Total INDIVIDUAL contributions		<b>\$ 2,045</b>	

SIGNATURE REQUIRED	
Individual name (printed)	Marilyn Marsh
OR, Organization * name AND signer name (printed)	
Signature	
	* For organization, an administrative officer should sign
Date	7/9/2003

#### EXAMPLE for an ORGANIZATION

CONTRIBUTIONS from ORGANIZATIONS (rather than from Individuals)			
Grant Sponsor	National Science Foundation	Grant Award #	EMC 0112345
Grant Title	Biomass Monitoring in the Willamette Valley		
Grant Principal Investigator	Edwin Johnson	Grant Period	6/1/2001 – 5/31/2004
Time Period in which contributions were provided		8/1/2002 – 12/31/2002	
Staff time & benefits		\$ 7,500	
Services, supplies, travel, equipment, other etc.		\$ 675	
Indirect or Facilities and Administrative costs		\$ 2,300	
Total ORGANIZATION contributions		<b>\$ 10,475</b>	

SIGNATURE REQUIRED	
Individual name (printed)	
OR, Organization * name AND signer name (printed)	Mid-Willamette Environmental Consortium Ray Gundersen, Director
Signature	
	* For organization, an administrative officer should sign
Date	7/9/2003