

**Virginia Commonwealth University
In-Kind Cost Sharing Certification Form
(and Third-Party Cost Sharing)**

This form is used to substantiate *non-cash* cost sharing for sponsoring agencies. It satisfies mandatory cost sharing requirements for applicable sponsored awards. This form may be used to certify *non-cash* contributions by a third-party contributor if those contributions are identified in the sponsored award agreement. Details supporting any amounts reflected below must be submitted with this certified form. All of the University's *cash* cost sharing must be recognized in the sponsored award's supplemental account.

1. Banner Sponsoring Agency Index Number _____
2. Agency Name _____
3. Project Period Covered _____
4. Name of In-Kind or Third Party Contributor _____
5. Address/Location _____

Mark One: In Kind Third Party

6. Description	Amount or Value
Salaries (List Names)	

Fringe Benefits	

Equipment Number	

Facility Use	

Travel	

Materials & Supplies	

Subcontracts	

Overhead	

Other*	

Total	

*Identify items separately if over 5% of the total

7. If Virginia Commonwealth University equipment is used as In-Kind cost sharing, provide equipment tag number and time frame the equipment was used as In-Kind cost sharing and estimate the percentage used. ***See Cost Sharing Policy -A.2 Equipment.***
8. I certify that goods or services indicated above were contributed to the referenced project in fulfillment of the agreed In-Kind or Third Party cost sharing contribution.

Signature

Date

Principal Investigator's Name

Department

Please send this report to:

Grants and Contracts Accounting
800 East Leigh Street, Suite 3100
P. O. Box 843039
Richmond, Virginia 23284-3039
Phone (804) 828-8104 Fax (804) 828-8644