In-Kind Contribution Documentation

Remit to: Michigan Tech PI
Michigan Technological University
1400 Townsend Drive
Houghton, MI 49931-1295

RE: Michigan Tech Project #_______: “____PROJECT TITLE____”, directed by Michigan Tech PI

Monthly/Quarterly Expenses From ___________ To ___________

Salaries and Wages:
Professionals $ ___________
Technicians $ ___________
Clerical $ ___________
Students $ ___________
Other $ ___________
Fringe Benefits $ ___________
Materials and Supplies $ ___________
Miscellaneous Services $ ___________
Travel $ ___________
Equipment $ ___________
Other Direct Costs $ ___________
Indirect Costs * $ ___________

Total Contribution $ ___________

* If indirect costs are included in the contribution, you are required to supply us with a copy of your approved indirect cost rate agreement or justification of calculation.

I certify that the expenditures listed above have been incurred as matching contributions for the project specified and these expenditures meet the following criteria:

a. Verifiable in our records;
b. Not committed as match for any other federally-assisted project;
c. Funds are not received from the Federal Government (including federal funds received from non-federal entities); and
d. Incurred during the timeframe specified above.

Authorized Signature & Date: ____________________________________________
Printed Name & Title: ___________________________________________________
Company Name: _______________________________________________________

As principal investigator, I certify that the above expenditures:

a. Are necessary and reasonable for the proper and efficient accomplishment of the specified project; and
b. Are allowable under the applicable cost principles and other terms and conditions of the federal award or program.

Principal Investigator Signature & Date: _________________________________

Please forward to Sponsored Programs Accounting