NSF Major Facility Financial Data Collection Tool

Instructions

OVERVIEW

This NSF Major Facility Financial Data Collection Tool was designed by the National Science Foundation (NSF) to assist recipients in submitting substantiated program expenditures for construction and operations and management costs for its Major facility cooperative agreements (CAs) and cooperative support agreements (CSAs) over $70 million and may be comprised of several different CSAs funded by multiple appropriations. This user-friendly reporting tool is comprised of several worksheets that enable recipients to submit adequate incurred program expenditures in accordance with NSF terms and conditions and the Major Facilities Guide. This reporting tool was instituted to ensure that funds for Major facilities are properly expended and managed. The tool has color coded cells which will assist the user. Yellow cells are manually filled in by the user, Blue cells are linked from other worksheets and Gray cells are auto calculated. This data tool is to be completed annually for incurred costs, using the accrual basis of accounting, for the applicable funding (project) year. The recipient must submit it to the cognizant Grants and Agreements Officer 120 days after the end of the funding year. For example, if your agreement's period of performance runs from October 1, through September 30, you will submit this completed Data Collection Tool to your NSF Grants and Agreements Officer by January 31, each year for the 12-month funding year ended September 30. This financial data is not required to tie to any other report submitted to NSF, prior to submission.

WORKSHEET PREPARATION

Prior to completing the worksheets, retrieve a breakdown of federal funding (budget) for each cooperative agreement (CA) and for each cooperative support agreement (CSA), and a breakdown of all expenditures claimed for each CA and CSA. Suggested sources for this data include your Chart of Accounts, General Ledger, Job Cost Ledger, CA and CSA award budgets, contracts/vendors, consultants and subawards information, and your negotiated indirect cost rate agreement (NICRA). Please do not change the names of any existing worksheets or delete columns or rows on existing worksheets. In addition, the following guidance is provided for completing each tab of this worksheet.

Setup: Complete this tab first as it will customize this reporting tool for your award. **Ensure the macros are enabled before you complete the information on this tab, by clicking the "Enable Content" button.** Input your institution and award data as requested. Your award data should agree with the information listed in your CA and subsequent CSA(s). Once you have entered all the required information including the number of CSAs in the Award Data box and select "RUN SETUP" you will start to enter information into each of the tabs starting with the CSA Cost Worksheet and then the CSA Budget Worksheet and then the Contract/Consultant Worksheet, etc. Go in order of the worksheets from left to right. If you need to add additional CSAs after "RUN SETUP" has run, use the "Add New CSA" Button on the CSA Cost Worksheet Tab. This button will allow you to add a new CSA table throughout the Tool.

Cooperative Support Agreement Cost Worksheet: The purpose of the CSA Cost Worksheet is to reconcile costs from the Job Cost Ledger for all award CSAs. A separate CSA table will be added to the CSA cost worksheet based on the number of CSAs entered in the Setup tab once you hit "Run Setup". If you need to add additional CSAs after "RUN SETUP" has run, use the "Add New CSA" Button on the CSA Cost Worksheet Tab. Input your current year expenditures from your Job Cost Ledger and any adjustments in each of the cost categories. Add any additional comments, which can provide clarity or explanation to the reviewer on costs. *Fee must be included in row K. For awards which do not have the amount listed in this line of their budget, add a note in the tab Accounting Notes Worksheet. Fee is not included as part of Total Direct Costs. **For purposes of reporting "Claimed Costs," costs incurred using "contingency funds" should be reported within the cost category into which they would naturally fall. ***Program Income should not be included in your costs but provided on the Program Income Reporting Worksheet per the "Proposal and Awards Policies and Procedures Guide".

Cooperative Support Agreement Budget Worksheet: The CSA Budget Worksheet captures the reported costs for each of the major cost elements for each CSA (for the funding year and cumulatively from the start of the CSA's period of performance to the end of the funding year). These costs are compared to approved budgets for each CSA to indicate the amount remaining for each budget category. Input your approved NSF budget for the funding year and cumulative (from the start of the CSA's period of performance to the end of the funding year) in each of the cost categories and your cumulative expenditures. *Fee must be included in row K. For awards which do not have the amount listed in this line of their budget, add a note in the tab Accounting Notes Worksheet. Fee is not included as part of Total Direct Costs. **Contingency Funds must be included in the "Other Direct Costs: Other" row and a note added above in the Recipient Preparation Notes. (See Major Facilities Guide, Section 4.2.2.4, "Application of 2 CFR § 200 Cost Principles to NSF Budget Categories from the PAPPG".) ***However, for purposes of reporting in the "Current Expenditures" columns, expenditures made using "contingency funds" should be reported within the cost category into which they would naturally fall. ****Program Income should not be included in your costs but provided on the Program Income Reporting Worksheet per the "Proposal and Awards Policies and Procedures Guide".

Contract & Consultant Worksheet: The Contract and Consultant Worksheet provides details of costs for each contract/consultant identified by the recipient. A contract or consultant is for the purpose of obtaining goods and services and creates a procurement relationship with the contractor. **All Contract and consultant agreements with contract amounts > $25,000 must be broken out individually on the worksheet. Contract and consultant agreements under $25,000 may be accumulated into one row and submitted with a separate spreadsheet/accounting system report listing the cumulated agreements and amounts.** The Worksheet provides for 100 agreements, but more rows may be added, if necessary. Make sure you enter the contract type (e.g. cost-reimbursement, T&M, labor-hour, firm fixed-price). Add any other important information in the Recipient Preparation Notes.

Subawards Worksheet: The Subawards Worksheet provides detail of costs for each subaward. A Subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of the scope under a Federal award. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract. All Subawards with award amounts > $25,000 must be broken out individually on the Subawards worksheet. Subawards under $25,000 may be accumulated into one row and submitted with a separate spreadsheet/accounting system report listing the cumulated subawards and amounts. The Worksheet provides for 100 agreements, but more rows may be added, if necessary. Make sure you enter the subaward type (e.g. cost-reimbursement or fixed amount). Add other important information in "Recipient Preparation Notes".

Indirect Cost Rate Worksheet: The purpose of the Indirect Cost Rate Worksheet is to capture details associated with the indirect cost rates. The schedule of indirect cost includes the period of performance start and end dates, the base amount, and rate applied for each identified rate type such as Facilities & Administrative, General & Administrative, or other specified. If using Modified Total Direct Cost (MTDC) as your allocation base, click the checkbox.

Program Expenditures Worksheet: The purpose of the Program Expenditures Worksheet is to capture a summary of award expenditures as consolidated from the recipient's General Ledger/Trial Balance. This summary also shows a summary of expenditures as compared to the approved budget for the entire CA. <Program expenditures worksheet> is linked to <CSA cost worksheet> and <CSA budget worksheet>.This information is automatically calculated from amounts entered in the CSA cost worksheet and CSA budget worksheet.

Certificate of Costs: The Certificate of Costs tab requests recipients identify the name and title of the Authorized Organizational Representative (AOR) who prepared the cost submission and the name and title of the individual certifying that all data is accurate and based upon official records used by the recipient to record all expenditures for its CA and CSAs. The "Validate" button validates that the cost submission is finalized and certified.

REPORT PREPARATION NOTES

1. Macros must be enabled in order for this data collection tool to work properly
2. Throughout this workbook, the cells that are intended for data entry by the recipient are shaded a light yellow. All other cells (blue or gray) are linked/protected based on other cell data
3. Double check all data on all worksheets before submitting to NSF
4. All worksheet tabs are required to be completed unless instructed otherwise by NSF
5. Be sure to save your progress as go complete the tool
6. Press the "Validate" button on the "Certificate of Costs" tab in order to finalize the data

NSF Major Facility Financial Data Collection Tool

Flowchart

This process diagram indicates the steps to complete the data collection tool. It identifies the core data sources recipients should utilize to complete the worksheets to accurately capture the data. Progressing through the tool's worksheets from left to right will streamline the data capture and submission process.

The Setup Tab customizes the tool to match the attributes of each recipient and populates multiple worksheets	After setup, the tool's worksheets are now ready for recipient data entry	Use your organizations data from the following input sources to complete each of the worksheets listed below	Once all data is entered and verified, it is now ready to be saved and submitted to NSF

-Enter institutional data -Enter award data -Enter Point of Contact data -Enter Indirect Cost data -Enter number of Subcontracts and Subawards	-Fill out the Worksheets first and progress from left to right in the tool -Yellow cells require manual data entry -Blue cells are populated using an Excel formula among the linked worksheets -Gray cells are auto populated by the tool	**Input Sources** -General Ledger -Chart of Accounts -Job Cost Ledger -NSF CA/CSA Budget(s) -Subcontracts/Subawards Budget **Worksheets** - CSA Cost Worksheet -CSA Budget Worksheet -Subcontract/Consultant Worksheet -Indirect Cost Rate Worksheet -Program Expenditure	-Identiffy accounting resources used in the notes Worksheet -Completing the certificate of Costs ensure the recipient has reviewed the data and is certifying its accuracy -The Validate button will identify any errors or missing data

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Setup

This Setup information will be used to customize the reporting tool to reflect your award. Ensure the macros are enabled before you complete the information on this tab, by clicking the "Enable Content" button. Once all information is entered click the "Run Setup" button at the bottom to complete the customization. Note: The "Run Setup" button can only be selected once; if you need to correct setup data after the "Run Setup" button is clicked, you may update any linked information in the setup tab and add new CSAs by using the "Add CSA" button on the "CSA Cost Worksheet". You may update the number of subcontracts or subawards per CSA at any time and add rows to the contract & Consultants Worksheet or Subawards Worksheet as needed. Alternatively, you may open a new file of this tool and begin again.

INSTITUTION DATA

Recipient Name:	
City:	
State:	
Zip Code:	
Country:	
Website:	

AWARD DATA

CA Award Number:	
Project Title:	
Name of Facility:	
CFDA Number:	Enter the Catalog of Federal Domestic Assistance (CFDA) number listed on the CA/CSA award letter
Recipient Fiscal Year Start:	
Recipient Fiscal Year End:	
CA Period of Performance Start:	
CA Period of Performance End:	
Funding Year Start	Enter the first day of the funding (project) year being reported in a MM/DD/YYYY format.
Funding Year End	Enter the last day of the funding (project) year being reported in a MM/DD/YYYY format.
Total Award Amount:	
Funded to Date Amount:	
No. of CSAs:	0

POC DATA

First Name:	
Last Name:	
Title:	
Phone No.:	
Email:	

INDIRECT COST RATE DATA

Facilities & Administrative	☐	
General & Administrative	☐	
Other	☐	

If Other type of Indirect Cost Rate, list name below:

Name 1:	
Name 2:	
Name 3:	
Name 4:	
Name 5:	
Name 6:	

CONTRACT/SUBAWARD DATA

	CSA award #	# of Contracts	# of Subawards
CSA's:			

NSF Major Facility Financial Data Collection Tool

Cooperative Support Agreement Cost Worksheet

Recipient Preparation Notes

Please enter any notes or comments regarding your calculations or data submitted for this worksheet.

Yellow Cells:	Manual fill by user
Blue Cells:	Linked from other worksheets
Gray Cells:	Auto-calculated
Recipient Name	0
Name of Facility	0

Funding Year Start

Funding Year End

Select CSA Type

Enter CSA #

Claimed Direct Costs by Budget Category	Job Cost Ledger	Accrual Adjustments	Current Expenditures	Comment
A. Senior Personnel	$ -	$ -	$ -	
B. Other Personnel	$ -	$ -	$ -	
Total Salaries and Wages (A+B)	$ -	$ -	$ -	
C. Fringe Benefits	$ -	$ -	$ -	
Total Salaries/Wages/Benefits (A+B+C)	$ -	$ -	$ -	
D. Equipment	$ -	$ -	$ -	
E. Travel	$ -	$ -	$ -	
F. Participant Support	$ -	$ -	$ -	
G1. Other Direct Costs: Materials and Supplies	$ -	$ -	$ -	
G2. Other Direct Costs: Publication/Documentation/Dissemina	$ -	$ -	$ -	
G3. Other Direct Costs: Consultant Services	$ -	$ -	$ -	
G4. Other Direct Costs: Computer Services	$ -	$ -	$ -	
G5. Other Direct Costs: Subawards	$ -	$ -	$ -	
G6. Other Direct Costs: Other	$ -	$ -	$ -	
G. Total Other Direct Costs	$ -	$ -	$ -	
H. Total Direct Costs (A through G)	$ -	$ -	$ -	
Indirect Costs: Facilities & Administrative	$ -	$ -	$ -	
Indirect Costs: General & Administrative	$ -	$ -	$ -	
Indirect Costs: Name	$ -	$ -	$ -	
I. Total Indirect Costs:	$ -	$ -	$ -	
J. Total Direct and Indirect Costs (H+I):	$ -	$ -	$ -	
K. Fee:	$ -	$ -	$ -	

NSF Major Facility Financial Data Collection Tool

Cooperative Support Agreement Budget Worksheet

Recipient Preparation Notes

Please enter any notes or comments regarding your calculations or data submitted for this worksheet.

Yellow Cells:	Manual fill by user
Blue Cells:	Linked from other worksheets
Gray Cells:	Auto-calculated
Recipient Name	0
Name of Facility	0

Funding Year Start — Enter the first day of the funding (project) year being reported in a MI

Funding Year End — Enter the last day of the funding (project) year being reported in a MI

Summary of CSA Expenditures

Select CSA Type

CSA Number

	For funding year					Inception to date (CSA Period of Performance Start to Funding Y		
	NSF Approved Budget	Current Expenditures	Unliquidated Obligations	Total	Unobligated balance	NSF Approved Budget	Current Expenditures	Unliquidated Obligations
A. Senior Personnel	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
B. Other Personnel	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Salaries and Wages (A+B)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
C. Fringe Benefits	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Salaries/Wages/Benefits (A+B+C)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
D. Equipment	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E. Travel	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
F. Participant Support	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G1. Other Direct Costs: Materials and Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G2. Other Direct Costs: Publication/Documentation/Dissemin	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G3. Other Direct Costs: Consultant Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G4. Other Direct Costs: Computer Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G5. Other Direct Costs: Subawards	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G6. Other Direct Costs: Other	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G. Total Other Direct Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
H. Total Direct Costs (A through G)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
I. Indirect Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
J. Total Direct and Indirect Costs (H+I):	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
K. Fee:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CSA Period of Performance Start:	Date							
CSA Period of Performance End:	Date							
Purpose of CSA:	Text							

M/DD/YYYY format.

M/DD/YYYY format.

Year End)

Total

$ -
$ -
$ -
$ -
$ -
$ -
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$ -
$ -
$ -
$ -
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NSF Major Facility Financial Data Collection Tool

Contracts & Consultants Worksheet

Recipient Preparation Notes

Please enter any notes or comments regarding your calculations or data submitted for this worksheet.

Yellow Cells:	Manual fill by user
Blue Cells:	Linked from other worksheets
Gray Cells:	Auto-calculated

Recipient Name	0	Funding Year Start	Enter the first day of the funding (project) year being reported in a MM/DD/YYYY format.
Name of Facility	0	Funding Year End	Enter the last day of the funding (project) year being reported in a MM/DD/YYYY format.

Contract Information	CSA Cost category	CSA Award Number	Contract #	DUNS number	Contractor Name	City	State	Zip Code	Country	Contract Amount	Cumulative Expenditures to Date	Expenditures During Funding Year	Signed Date of Contract	Contract Type	Period of Performance Start	Period of Performance End	Brief Statement of Work
Contract #1																	
Contract #2																	
Contract #3																	
Contract #4																	
Contract #5																	
Contract #6																	
Contract #7																	
Contract #8																	
Contract #9																	
Contract #10																	
Contract #11																	
Contract #12																	
Contract #13																	
Contract #14																	
Contract #15																	
Contract #16																	
Contract #17																	
Contract #18																	
Contract #19																	
Contract #20																	
Contract #21																	
Contract #22																	
Contract #23																	

NSF Major Facility Financial Data Collection Tool

Subawards Worksheet

Recipient Preparation Notes

Please enter any notes or comments regarding your calculations or data submitted for this worksheet.

Yellow Cells:	Manual fill by user
Blue Cells:	Linked from other worksheets
Gray Cells:	Auto-calculated

Recipient Name	0	*Funding Year Start*	Enter the first day of the funding (project) year being reported in a MM/DD/YYYY format.
Name of Facility	0	*Funding Year End*	Enter the last day of the funding (project) year being reported in a MM/DD/YYYY format.

Subaward Information	CSA Award Number	Subaward #	DUNS number	Subrecipient Name	City	State	Zip Code	Country	Subaward Amount	Cumulative Expenditures to Date	Expenditures During Funding Year	Date of Award	Award type	Period of Performance Start	Period of Performance End	Brief Statement of Work
Subaward #1																
Subaward #2																
Subaward #3																
Subaward #4																
Subaward #5																
Subaward #6																
Subaward #7																
Subaward #8																
Subaward #9																
Subaward #10																
Subaward #11																
Subaward #12																
Subaward #13																
Subaward #14																
Subaward #15																
Subaward #16																
Subaward #17																
Subaward #18																
Subaward #19																
Subaward #20																
Subaward #21																
Subaward #22																
Subaward #23																

NSF Major Facility Financial Data Collection Tool

Indirect Cost Rate Worksheet

Recipient Preparation Notes

Please enter any notes or comments regarding your calculations or data submitted for this worksheet.

Yellow Cells: Manual fill by user

Blue Cells: Linked from other worksheets

Gray Cells: Auto-calculated

Recipient Name	0	*Funding Year Start*
Name of Facility	0	*Funding Year End*

Check box if use Modified Total Direct Cost (MTDC) as allocation base? ☐

Schedule of Indirect Costs

Description	Period of Performance Start Date	Period of Performance End Date	Allocation Base	$ Amount Base	Rate Applied	Total Expended	Comments
Facilities & Administrative				$ -		$ -	
General & Administrative				$ -		$ -	
Other				$ -		$ -	

Enter the first day of the funding (proj

Enter the last day of the funding (proj

NSF Major Facility Financial Data Collection Tool

Program Expenditures Worksheet

Recipient Preparation Notes

Please enter any notes or comments regarding your calculations or data submitted for this worksheet.

Yellow Cells:	Manual fill by user
Blue Cells:	Linked from other worksheets
Gray Cells:	Auto-calculated
Recipient Name	0
Name of Facility	0

Funding Year Start — Enter the first day of the
Funding Year End — Enter the last day of the

Reconciliation of Books of Account for all CSAs

Current Expenditures
by Major Cost Element

	Job Cost Ledger	Accrual Adjustments	Current Expenditures	Comments
A. Senior Personnel	$ -	$ -	$ -	
B. Other Personnel	$ -	$ -	$ -	
Total Salaries and Wages (A+B)	$ -	$ -	$ -	
C. Fringe Benefits	$ -	$ -	$ -	
Total Salaries/Wages/Benefits (A+B+C)	$ -	$ -	$ -	
D. Equipment	$ -	$ -	$ -	
E. Travel	$ -	$ -	$ -	
F. Participant Support	$ -	$ -	$ -	
G1. Other Direct Costs: Materials and Supplies	$ -	$ -	$ -	
G2. Other Direct Costs: Publication/Documentation/Disseminati	$ -	$ -	$ -	
G3. Other Direct Costs: Consultant Services	$ -	$ -	$ -	
G4. Other Direct Costs: Computer Services	$ -	$ -	$ -	
G5. Other Direct Costs: Subawards	$ -	$ -	$ -	
G6. Other Direct Costs: Other	$ -	$ -	$ -	
G. Total Other Direct Costs	$ -	$ -	$ -	
H. Total Direct Costs (A through G)	$ -	$ -	$ -	
Indirect Costs: Facilities & Administrative	$ -	$ -	$ -	
Indirect Costs: General & Administrative	$ -	$ -	$ -	
Indirect Costs: Name	$ -	$ -	$ -	
I. Total Indirect Costs:	$ -	$ -	$ -	
J. Total Direct and Indirect Costs (H+I):	$ -	$ -	$ -	
K. Fee:	$ -	$ -	$ -	

Program Budget Summary

	For Funding Year					**Inception to date**			
	Approved Budget	Current Expenditures	Unliquidated Obligations	Total	Unobligated balance	Approved Budget	Current Expenditures	Unliquidated Obligations	Total
A. Senior Personnel	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
B. Other Personnel	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Salaries and Wages (A+B)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
C. Fringe Benefits	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Salaries/Wages/Benefits (A+B+C)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
D. Equipment	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E. Travel	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
F. Participant Support	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G1. Other Direct Costs: Materials and Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G2. Other Direct Costs: Publication/Documentation/Disseminati	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G3. Other Direct Costs: Consultant Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G4. Other Direct Costs: Computer Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G5. Other Direct Costs: Subawards	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G6. Other Direct Costs: Other	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
G. Total Other Direct Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
H. Total Direct Costs (A through G)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
I. Indirect Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
J. Total Direct and Indirect Costs (H+I):	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
K. Fee:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Accounting Notes Worksheet

The information in this section will be used to identify the awardee's accounting resources utilized to consolidate program expenditures in this collection tool. Please select "Y" or "N" in the column below to identify which accounting documents where referenced as supporting documentation in your submission. If you select "N," please explain your response in further detail and/or submit additional documentation, as necessary, with this tool. Use the "Comment" field to supply NSF with additional information regarding the source or computation of data submitted.

#	Checklist Item	Y/N	Comments/Notes
1	General Ledger		
2	Job Cost Ledger		
3	Chart of Accounts		
4	CA/CSA Budgets (most recently approved)		
5	Negotiated Indirect Cost Rate Agreement (NICRA) *(most current)*		
6	Fee		

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Certificate of Costs

Recipient Name | 0
Name of Facility | 0

Overview: Please complete this tab to certify that the information included in these worksheets are based on your current accounting records and ledgers.	
Recipient Name:	0
Current Expenditures:	
Prepared By (Authorized Organizational Representative (AOR) Name):	
AOR Title:	
Certified By (Name of Certifying Official):	
Title of Certifying Official:	
Date:	
☐	By checking this box, the certifying official named above attests and certifies that all information contained in these worksheets are accurate and applicable to the cooperative agreement and cooperative support agreements identified for this funding period. The data does not include any expenditures that are expressly unallowable according to Office of Budget and Management's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200).