

RESIDUAL BALANCE CLOSEOUT
For balances greater than \$10,000 or 25% of original award

Date of Request: _____

Project Number: _____

Sponsor: _____

Original Award Amount: _____

F&A Rate (indirect cost): _____

Residual Balance: _____

Please provide the reasons why excessive funds remain, while still achieving the statement of work.

Please confirm the following:

	Yes	No
Was the statement of work completed and all deliverables achieved on the project?	☐	☐
Were all project costs charged to the project's restricted account? If no, and project costs were charged to a separate UML account or third-party funding source, attach an accounting of those costs and justification for charging to a separate funding source.	☐	☐
Were all technical reports submitted to the sponsor?	☐	☐
Was a copy of the final technical report sent to the Office of Research Administration (ORA)?	☐	☐

Principal Investigator or Designee: Printed Name and Signature

Department Chair or Designee: Printed Name and Signature

Executive Director of ORA: Printed Name and Signature

FOR VCRI USE ONLY:

☐ Residual Balance may be transferred according to customary distribution.

☐ Alternate distribution should be applied _____

Vice Chancellor for Research & Innovation