

NC STATE UNIVERSITY
Closeout Form – Certification Tab Questions

Project Number: Click or tap here to enter text.

Directions for PI: Below are the identical questions included in the Certification Tab of the Closeout Form. Please select your answer for each question. You may verify and sign this form electronically, or print and scan a signed copy to your CALS post-award consultant. They will then utilize the form to select the answers electronically in the system.

Certifications

- a. All expenses were incurred within the period of performance? Yes/No
- b. All expenses have been reviewed for allowability/allocability? Yes/No
- c. Subawards were executed against the parent project? Yes/No
 If YES, final invoices have been received from each Subawardee? Yes/No
- d. Technical reports have been completed and sent to Sponsor and SPARCS? Yes/No NA
- e. Has an invention been made using funds from this project? Yes/No
 If YES, please submit an invention disclosure to the Office of Technology Transfer immediately.
 If NO, you are certifying that no invention was made using these funds.
 Disclosure No. Click or tap here to enter text.
- f. All supplies and materials purchased have been used for this award only? Yes/No NA
- g. Are there any unused supplies and materials? Yes/No NA

Equipment

- a. Was Equipment purchased on this award? Yes/No
- b. Sponsor-Furnished or Donated Equipment is present? Yes/No
- c. Fabricated equipment is present and proper exemption has been received from C&G? Yes/No
 If YES to a, b, or c list all Asset ID's:
 Asset ID & Description: Click or tap here to enter text.

Closeout Action Items

- a. All necessary Payroll Redistributions have been processed? Yes/No NA
- b. Materials Management has been contacted to remove Project ID from database? Yes/No NA
- c. COMTECH has been contacted to remove Project ID from database? Yes/No NA

PI Name: Click or tap here to enter text.

Date: Click or tap here to enter text.

Closeout Guidelines: <https://cng.ncsu.edu/compliance/fiscal-compliance/closeout/>