



**Sponsored Projects**  
**Certification of Fixed Price Project Completion Form (SP-FPPC)**

This form is required upon completion of a fixed price sponsored project. Please submit completed, signed form to Sponsored Projects, mail stop 325 or [ospadmin@unr.edu](mailto:ospadmin@unr.edu) within 90 days of the project end date.

**Project Completion Certification**

I certify that all project objectives have been successfully completed and all appropriate direct costs have been charged to the project.

Project Worktag:

Sponsor Agency:

**Project Expenditure Certification**

Fixed Price Budget:

Expenditures Total:

Remaining Balance (to be distributed per policy):

I understand that prior to the transfer of any residual balance, funds will first be used to recover the following in the order listed below:

1. The full federally-negotiated facilities and administrative (F&A) rate will be collected on the full contract/award amount and distributed according to the current distribution method as established during award setup.
2. Non-payments and deficit amounts on other awards I administer will be covered.

Any balance remaining (after the above) which is 10% or less of the funded amount will automatically be transferred to the unrestricted worktag specified above. Funds from the unrestricted worktag must be used in furtherance of the University's mission. Policies governing administrative oversight and accountability apply to residual funds. Any balance remaining (after the above) which is over 10% of the funded amount will be distributed in accordance with established ratios associated with returned F&A.

Unrestricted Worktag to which remaining funds\* will be moved (per policy):

\* Amount of remaining funds to be calculated by Sponsored Projects.

**Signatures**

Principal Investigator:

Date:

To the best of my knowledge, the principal investigator on this fixed price project has provided the sponsor agency with the required deliverables, and all appropriate expenditures have been applied correctly.

Chair/Director:

Date:

Dean/Vice President:

Date: