

Notice of Closed Grant/Project

Date: _____

The following sponsored grant/project has been closed.

The period of performance has passed, all required financial and narrative reports have been submitted to the sponsor, and copies of the narrative reports have been received by the Office of Research and Sponsored Projects.

PI: _____ College: _____ Department: _____

Budget Contact: _____

Project Title: _____

Sponsoring Agency: _____

UWG Grant #: _____ Sponsor Award #: _____

Expenditure and Award Data

Performance Period – Begin: _____ End: _____

Award Amount – Direct Costs: _____ Indirect Costs: _____

Total Expenditures – Direct Costs: _____ Indirect Costs: _____

Comments: _____

Record Retention

Seven Year (USG-BOR Policy) Document Retention Ends: _____

Final Narrative or Progress Report should be retained permanently. (USG-BOR Policy)

If research involved Human Subjects, data should be retained as specified in IRB application.

Grant/Project is Closed: No Further Expenditures Will be Allowed

Office of Research & Sponsored Projects

Date