

VCU Request for OVPRI Matching Funds – Equipment

Instructions: To request OVPRI matching funds, you must:

- 1) Complete all sections of this form including obtaining approval from the research dean/center director
- 2) Attach the proposal budget, research equipment list, and vendor’s quote or website/catalog price list

Principal Investigator(s):

FP#:

School/College/Center:

Match Required by Sponsor (%):

_____ of total award

Department:

_____ of Sponsor request

Sponsor:

Total Project Budget (\$):

Amount of VCU Match (\$):

Proposal Title:

Link to Sponsor Program Announcement:

Proposal Deadline:

Matching Recommendation	Cost Share %	Year 1 \$	Year 2 \$	Year 3 \$	Year 4 \$	Year 5 \$	Total \$
OVPRI Match*							
School/College/Center Match Details		Year 1 \$	Year 2 \$	Year 3 \$	Year 4 \$	Year 5 \$	Total \$
Unit Subtotal							
TOTAL							

*Maximum 50% OVPRI contribution of the required match – see Guidelines #5 and #6 in OVPRI Compliance Notice 20-006.1

Request Approval/Disapproval email addresses:

Research Dean/Center Director:

Principal Investigator(s):

DSP Team:

OVPRI: rescomply@vcu.edu

Approvals:

Research Dean/Center Director: _____ **Date:** _____

By signing, the research dean/center director of the school/college/center making this request is confirming that matching funds of the other colleges/institutes/departments have been approved and that their office will coordinate accounting activity upon award. No delegated or proxy signatures will be accepted. A HEETF application must be submitted if requested by OVPRI.

Vice President for Research and Innovation: _____ **Date:** _____

OVPRI matching funds commitment is approved conditional upon receipt of the award.

OVPRI matching funds commitment expires 18 months from the date of this signature. Requests for cost-share renewals will be considered.

Final Actions: (check one)

_____ Awarded - forward a copy of the sponsor’s agreement and this approved matching funds form to rescomply@vcu.edu.

_____ Not Awarded - forward a copy of this form to rescomply@vcu.edu

Revisions: If a proposal is awarded with a revised budget, resubmit the original approved form, mark the revisions on the form, write “revised” in the upper right-hand corner, and forward the revised form to rescomply@vcu.edu.