Definitions of Third- Party In-kind Contributions

Third party in-kind contributions are the value of non-cash contributions provided by non-Federal sources. Third party in-kind contributions are donations of property, equipment, materials or services used to meet the matching requirement of an awarding agency. Contributions are given to a specific grant or contract by an individual or group and must directly benefit the project. These contributions do not include GW Facilities and Administrative (indirect) cost.

Third -party contributions must be necessary and reasonable for the project, and allowable per 2 CFR 200 Uniform Guidance Subpart E - Cost Principles. See sections 200.306 cost sharing or matching (b), (d) - (j).

There are two types of third-party contributions:

1/ Cash-matching third-party contributions are funds **(cash)** from a source other than GW or the sponsoring agency. Cash contributions, once deposited into a GW Grant or Gift budget are accounted for in the same manner as other cost shared contributions that are provided by the university.

2/ In-kind third-party contributions include any **(non-cash)** contribution to a grant/contract from other sources. (e.g. personnel effort/services, supplies, materials etc.)

Purpose of the Form

The internal and external form will be used by the Principal Investigator to fulfill the matching requirements of the contractual agreement. The form will document noncash contributions and serve as backup for third party contributions in conjunction with any supplemental documents (e.g. memorandum, emails, etc.)

Completing the Form

To complete the internal in-kind form, determine the value of each contribution by filling in the appropriate boxes.

For donated goods and services: provide a description, date and value of service.

The Principal Investigator and Finance Director are required to certify the form.

To complete the external in-kind form, determine the value of each contribution by filling in the appropriate boxes.

For donated goods and services: provide a description, date, value of service and supplemental memo acknowledging the contribution. The Principal Investigator is required to certify in-kind form.

To complete the Volunteer form provide the following (one form per person) PI and volunteer signature required.

Service performed, location of service, date & time worked, total hours worked, rate of pay and total value of service.

The Principal Investigator and volunteer are required to certify time log.



	<u> </u>	ternal In-Kind Contribution Form	
DATE:			
PRINCIPAL INVESTIGA	TOR:		
SPONSOR NAME:			
SPONSOR NUMBER:			
PROJECT PERIOD:			
REPORTING PERIOD:			
GWU AWARD NUMBI	ER:		
On behalf of George V Valuation of this conti		following resources to the above project as matching.	
	Description of Donated Goods and S	ervices Date (s) Service Provided	Value of Service
Personnel:			\$ -
Volunteer Services			\$ -
			\$ -
			\$ -
	Description of Donated Services	Date Service Provided	Value of Service
	Bescription of Bonatca Services	Bute Service Frovided	
Supplies:			\$ -
			\$ -
			\$ -
			\$ -
	Description of Donated Services	Date Service Provided	Value of Service
Equipment:			\$ -
			\$ -
			\$ -
			\$ -
	Description of Donated Services	Date Service Provided	Value of Service
Space:			\$ -
			\$ -
			\$ -
			\$ -
	Description of Danatad Camicas	Date Service Provided	Value of Service
	Description of Donated Services	Date Service Flovided	
Other:			\$ -
Total			\$ -
	and to the extent feasible supported	n-kind contributions, the fair market value of goods and services multiple for the same methods used internally by the non-Federal entity.	ust be documented
resources are paid fro services are necessary I further certify The G	m any federal funds nor will be used n, reasonable and allowable per 2 Ch eorge Washington University will m	uated as of (inserted date), and that none of the committed I for any other federally funded program. All goods and/or R 200 Uniform Guidance Subpart E-Cost Principles. aintain financial and program records of this contribution ill make available supporting documentation in the event of an a	udit.
AUTHORIZED SIGNAT	ORY (PI)	PRINT NAME	DATE
ACTIONIZED SIGNAL	O	I MIAI INMINE	DAIL

DATE

AUTHORIZED SIGNATORY (FD)

*Certification must be signed by Principal Investigator or a person with firsthand knowledge or suitable means of verification of the work performed.



External In-Kind Contribution Form

		LACEITIAI III-KIIIU	Contribution Form	
DATE:				
PRINCIPAL INVESTIGA	ATOR:			
SPONSOR NAME:				
SPONSOR NUMBER:				
PROJECT PERIOD:				
REPORTING PERIOD:				
GWU AWARD NUMB	ER:			
On behalf of (Donor I Valuation of this cont		nit the following resources to the above profollows:	oject as matching.	
	Description	of Donated Goods and Services	Date (s) Service Provided	Value of Service
Personnel:				\$ -
Volunteer Services				\$ -
volunteer services				
				\$ -
				\$ -
	Description	of Donated Services	Date Service Provided	Value of Service
Supplies:				\$ -
				\$ -
				\$ -
				\$ -
	Description	of Donated Services	Date Service Provided	Value of Service
Equipment:				\$ -
				\$ -
				\$ -
				\$ -
	Description	of Donated Services	Date Service Provided	Value of Service
Space:				\$ -
				\$ -
				\$ -
				\$ -
	Description	of Donated Services	Date Service Provided	Value of Service
Other:				\$ -
			•	
Total				\$ -
		06 (j) For third-party in-kind contributions, tent feasible supported by the same method	the fair market value of goods and services must be ds used internally by the non-Federal entity.	e documented
resources are paid fro services are necessary I further certify The G	m any federa v, reasonable eorge Washin	n(s) are accurately valuated as of (inserted I funds nor will be used for any other federo and allowable per 2 CFR 200 Uniform Guido gton University will maintain financial and) requirements and will make available su	ally funded program. All goods and/or ance Subpart E-Cost Principles.	
AUTHORIZED SIGNAT	ORY (PI)		PRINT NAME	DATE

INTERNAL & EXTERNAL VOLUNTEER TIME LOG

VOLUNTEER NAME:
PI NAME:
DONOR NAME:
PROJECT TITLE:
GRANT #:
PERIOD:

Volunteer Signature	PI Signature	Service Performed	Location of Service	Date & Time Monday	Date & Time Tuesday	Date & Time Wednesday	Date & Time Thursday	Date & Time Friday	Total Hours Worked	*Type	Value of Se	ervice
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Total Hours											\$	-
Standard P/T Fringe Rate											\$	-
Unrecovered IDC Rate											\$	-
Total Value of Donation											\$	-

Rate Based On:	*Undergraduate donor hours are calculated at a mandatory minimum-wage rate of \$10.50 per hour, and
	graduate donor hours at a prevailing market rate of \$15.00 per hour.

2 CFR §200.306

(e) Rates for third-party volunteer services must be consistent with those paid for similar work by the non-Federal entity. In those instances in which the required skills are not found in the non-Federal entity, rates must be consistent with those paid for similar work in the labor market in which the non-Federal entity competes for the kind of services involved. (j) For third-party in-kind contributions, the fair market value of goods and services must be documented and to the extent feasible supported by the same methods used internally by the non-Federal entity.