



FIXED-PRICE - RESIDUAL BALANCE CLOSEOUT FORM

1. Award:

A. Principal Investigator:	_____	G. KFS Award Number:	_____
B. College/Dept/Division:	_____	H. Award Amount (\$):	_____
C. Sponsor:	_____	I. Award End Date:	_____
D. Sponsor Award No.:	_____	J. KFS Chart:	_____
E. Prime Sponsor, if any:	_____	K. KFS Acct Number(s):	_____
F. Project Title:	_____		

2. Residual Balance:

Residual cash balance	\$	_____	
KFS Chart/Account to transfer to (net of IDC)	Chart	_____	Account _____
Dean/director/chancellor's fixed price account	Chart	_____	Account _____

For significant residual balances (in excess of 20%) select A and/or B, below:

A. The residual balance is due to:

B. Additional time is required to provide an explanation. I request transfer of the entire net residual balance to my dean/director/chancellor's fixed price account for further review and resolution.

3. Certification:

By signature below, I hereby certify that:

- A. I am responsible for administering this award in accordance with sponsor and UH regulations and policies, as applicable, and accept the compliance and financial risks associated with the award and its residual balance.
- B. The award meets all applicable sponsor and UH criteria for closeout.
- C. The scope of work is complete to the sponsor's satisfaction.
- D. No outstanding work activities, reports, or other deliverables remain open or in question by the sponsor.
- E. All allowable, allocable, and reasonable costs, including salaries, have been recorded in the project account.
- F. Significant residual balances will be transferred to my dean/director/chancellor's fixed-price account for further review and resolution, if applicable.

Principal Investigator:

_____	_____	_____	_____
Signature	Print Name	Email Address	Date
Fiscal Administrator:			
_____	_____	_____	_____
Signature	Print Name	Email Address	Date

FOR ORS USE ONLY:

Reviewed/recommend approval:

ORS Accountant Date

Approved/Disapproved:

ORS Director Date

Transaction Information*:	
IDC %	KFS eDoc # _____
IDC Transfer	_____
Residual Balance	=====
*Attach detail for awards with multiple accounts.	