

# North Carolina Biotechnology Center

Offices in Asheville | Charlotte | Greenville | Research Triangle Park | Wilmington | Winston-Salem

## Translational Research Grant

All final reports are due within 90 days after the termination date of the grant or according to the terms of the award. All other required status reports are due as specified in the Grant Agreement. If you have any questions, please contact [Contracts\\_Grants@ncbiotech.org](mailto:Contracts_Grants@ncbiotech.org) with your request ID number.

The following documents/information regarding your project are **required** and to be uploaded to the grantee portal <https://ncbiotech.fluxx.io>.

1. **Provide a brief description of the project.**
2. **Signed Cover Sheet:** The Signed Cover Sheet must be completed, signed by the primary contact and authorized official, and attached to this report.

### 3. Current Approved Budget

Please provide the latest approved budget for your project.

### 4. Budget Comparison

Please use the **financial report template** for your budget comparison document.

Please upload a comparison of the approved project budget against cumulative expenditures through the end of the reporting period. For each category, show only the Biotechnology Center approved budget amount (column A), the expenditures to date (column B), and the balance remaining through the end of the reporting period (column C).

For the equipment category, attach an itemized list of equipment showing the acquisition price, and include documentation for any required cost share.

Other direct costs must be detailed.