

**Example of R account reconciliation**

Principal Investigator: [REDACTED] Sponsor: National Science Foundation Sponsor's Obligation: 149,470	Invoice Type: Cost reimbursement Net F&A:48.0% of Modified total direct costs	Project Status: Open Project Start: 08-15-2010 Project End: 07-31-2013
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Status of the R account at a given time

SOURCES & USES OF FUNDS

Check status & dates of account

SOURCES OF FUNDING	Current Month	Budget	Cumlatv Actuals	Remaining
Gifts, Grants & Bequests-Receipts	45,155.38	72,869	121,641.91	48,772.91-
Sponsored Projects Billings		76,601		76,601.00
TOTAL SOURCES OF FUNDING	45,155.38	149,470	121,641.91	27,828.09

USES OF FUNDS	Current Month	Budget	Commitments	Cumlatv Actuals	Remaining
DIRECT COSTS	19,525.99	105,197	408.70	86,376.73	18,411.57
NET FACILITIES AND ADMINISTRATIVE COST	9,372.48	44,273	196.18	39,460.84	4,615.98
TOTAL DIRECT AND F&A COSTS	28,898.47	149,470	604.88	125,837.57	23,027.55

Amount left to spend on account

DIRECT COST REMAINING AFTER EXPENSES & COMMITMENTS	15,559.16
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After their review of the account, PI should sign and date ledger here

In accordance with university policy, I have reviewed the charges shown on this ledger and either verified their accuracy and appropriateness to this fund or identified and reported discrepancies for correction through proper channels.

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(signature of principal investigator)

Date: \_\_\_\_\_

Reconciler and Approver should initial and date ledger.

B U D G E T vs A C T U A L S S U M M A R Y

	Current Month	Budget	Commitments	Cumlatv Actuals	Remaining
Faculty Salaries	10,008.22	37,662		38,478.00	816.00-
GTA, GA, GRA Salaries	3,913.34	24,544	406.67	16,047.69	8,089.64
TOTAL SALARIES & WAGES	13,921.56	62,206	406.67	54,525.69	7,273.64
TOTAL STAFF BENEFITS	1,834.53	11,707	2.03	7,246.56	4,458.41
Travel	3,172.90	16,621		14,175.32	2,445.68
Supplies	597.00	1,700		6,067.49	4,367.49-
Grants & Subsidies*		6,963		4,166.67	2,796.33
Contractual & Special Services				195.00	195.00-
Equipment*		6,000			6,000.00
TOTAL OPERATING & EQUIPMENT	3,769.90	31,284		24,604.48	6,679.52
TOTAL DIRECT COSTS OF THE PROJECT	19,525.99	105,197	408.70	86,376.73	18,411.57
Add Net Facilities and Administrative Cost (48.0%)	9,372.48	44,273	196.18	39,460.84	4,615.98
TOTAL EXPENSES TO THE SPONSOR	28,898.47	149,470	604.88	125,837.57	23,027.55

\* Costs in these categories are exempt from F&A charges.

The Summary page is an overview of the R account as of a certain date

EXPENSES & INCOME POSTED THIS MONTH

PostingDate	Document	G/LAcct	Description	Actuals
		Salaries and Wages		
		412200	Faculty Extra Service [REDACTED]	10,008.22
		413100	GTA, GA, GRA Salaries [REDACTED]	406.67
			[REDACTED]	1,500.00
			[REDACTED]	1,600.00
06-30-2012	600018640	413100	JUNE 12 SALARY/BENEFIT ACCRUAL	406.67
			TOTAL Salaries and Wages	13,921.56
		Staff Benefits		
			[REDACTED]	1,781.45
			[REDACTED]	31.03
06-23-2012	100010774	421800	CORR GL DOC 40281 M120120630	8.98-
06-30-2012	600018640	424800	JUNE 12 SALARY/BENEFIT ACCRUAL	31.03
			TOTAL Staff Benefits	1,834.53
		Travel		
06-12-2012	700388891	431200	*Trip: [REDACTED] Thomas [REDACTED] Newark, NJ 04/13/12 TRIP# 1000111140	775.70
06-26-2012	700390814	431500	*Trip: [REDACTED] Keifeng, Henna, Ch 06/04/12 TRIP# 1000113030	2,397.20
			TOTAL Travel	3,172.90
		Supplies		
06-25-2012	800447224	439200	COMSOL INC 781-273-3322 MA	597.00
			TOTAL Supplies	597.00
		TOTAL DIRECT COSTS		19,525.99
		Facilities & Administrative Costs		
06-30-2012	300545935	501000	Facilities & Administrative Costs	8,011.72
06-30-2012	300549353	501000	Facilities & Administrative Costs	1,360.76
		TOTAL NET FACILITIES & ADMINISTRATIVE		9,372.48
		TOTAL DIRECT AND F&A COSTS THIS MONTH		28,898.47

Initial or check off each posting

Write notes on ledger about unusual postings

Check off expenses on ledger after verifying them against invoices

Direct costs to be reimbursed by Sponsor

F & A charged to Sponsor

Total to be billed to Sponsor

EXPENSES & INCOME POSTED THIS MONTH

PostingDate	Document	G/LAcct	Description	Actuals
06-22-2012	100010717	Funding / Billing This Month 700300	Gifts, Grants & Bequests-Receipts	20,452.57
06-29-2012	100011330	700300	Gifts, Grants & Bequests-Receipts	24,702.81
		TOTAL Funding / Billing This Month		45,155.38

Amounts received from Sponsor this month

C O M M I T M E N T S F O R F U T U R E P A Y M E N T

G/LAcct	D	e	s	c	r	i	p	t	i	o	n	Amount
GTA, GA, GRA Salaries												
413100	GTA,GA,GRA Salaries							24.1%		07-01-2012	to 07-31-2012	406.67
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TOTAL	GTA, GA, GRA Salaries											406.67
Staff Benefits												
428100	Estimated at	1%								07-01-2012	to 07-31-2012	2.03
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TOTAL	Staff Benefits											2.03
Net Facilities and Administrative Cost												
501000	Facilities & Administrative Cost											196.18
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TOTAL	Net Facilities and Administrative Cost											196.18
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TOTAL AMOUNT COMMITTED TO PAY IN FUTURE												604.88