

Childcare Reimbursement Form for NRSA Fellowships

In accordance with NIH and UG regulations, childcare costs are reimbursable to a trainee under the following guidelines and criteria. The trainee and college unit should review the NIH requirements listed on their website for compliance and answer all sections of this form and attach all required documentation. **The department must store a copy so that it can be produced upon request.**

1. **Confirmation that Trainee or Fellow is Eligible.** Fellow must be appointed on a F30, F31, F32 or F33 grant or a Trainee on a T32, TL1, TU2, or T90 grant.

Provide the Fund number and the NIH Award ID number:

Name of Fellow or Trainee:

Start date of *appointment*
on this grant:

End date of *appointment*
on this grant:

2. **Confirmation that Child/Children are Eligible.** Eligible children include birth children, foster children, or adopted children and arrangements that include part-time custody. If more than two children are involved, provide details on additional children in the Comments section at the end of the form (name, birthdate, date child is no longer eligible).

Child 1 Name:

DOB: (MM/DD/YYYY):

Child 2 Name:

DOB: (MM/DD/YYYY):

2. **Confirmation that the Childcare is Provided by a Licensed Provider.** If more than one childcare provider, provide additional name/license information at the end of the form.

Name of Child Care Provider:

License number and State:

4. **Request for Reimbursement:** Childcare costs are restricted and cannot be re-budgeted without prior written approval from the NIH awarding institute/center and must be reported as an unobligated balance on the Federal Financial Report (FFR). Total amount available for a single grant year is \$2,500.

(a) Total amount of this invoice: \$

(b) Total amount previously requested this grant year: \$

(c) Total reimbursed this year (cannot exceed \$2,500): \$

Certification

I, the fellow/trainee, certify that:

- I have read the Fellowship guidance and relevant FAQs:
<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-21-074.html>
https://grants.nih.gov/faqs#/funding_programs_childcare_costs.htm?anchor=alphaHeader4240
- I am a full-time predoctoral or postdoctoral trainee.
- Dependent child(ren) living in my home from birth are under the age of 13, or are disabled and under age 18.
- Childcare was/will be provided by a licensed childcare provider and expenses are incurred during the period of performance stated above.
- Requested NRSA childcare costs are not tied to payback obligations.
- All information I have provided on this form is true and accurate.

(Signature of Fellow or Trainee)

(Date)

Required Documentation:

- This form, signed and dated by Fellow or Trainee
- Invoice with amount being requested and receipt of payment
- If reimbursed by a fellowship, provide evidence that the cost is allowable by including a copy of the approved NIH award notice including the costs.