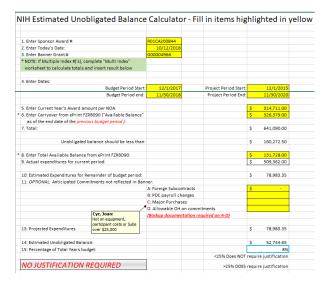
## **NIH RPPR Estimated Unobligated Balance Instructions**

**What:** In accordance with Section 8.1.1.1 of the NIH Grants Policy Statement, recipients of NIH grant awards under the SNAP mechanism are required to report, as part of the grant's progress report, whether the estimated unobligated balance (including prior-year carryover) is expected to be greater than 25 percent of the current year's total approved budget.

<u>Why:</u> The "total approved budget" includes the amount awarded for the current year and any carryover from the previous budget period. If the unobligated balance is greater than 25 percent of the total approved budget, the recipient must provide an explanation and a plan for expenditure of those funds in the next budget period.

**How:** To assist with consistent calculation of the unobligated balance, use the "Unobligated Calculator" as follows:

A. Fill in **ALL** yellow shaded fields (section 12 is OPTIONAL);

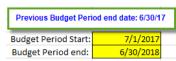


B. If Multiple Index numbers, complete the "Multi Index" worksheet to calculate totals, and then insert the results in the appropriate fields \*6 and \*8.

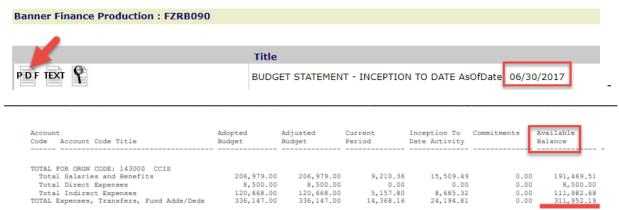
Parent and child totals														
	Parent		Child 1		Child 2		Child 3		Child 4		Child 5			
Index#													Tota	ıl
Carryover														
from ePrint														
FZRB090	\$ -	.	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total														
Available														
Balance from														
ePrint														
FZRBD90	\$ -	.	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

• Otherwise, insert the single index number amounts in the appropriate fields.

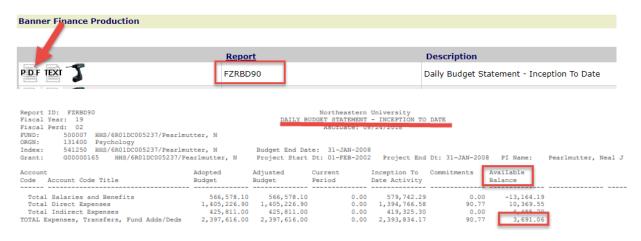
<sup>\*6</sup> Carryover is derived from **Banner ePrint FZRB090**, the carryover from the end date of the previous budget period. For example: If your current budget period starts 7/1/2017, the previous budget period end date is 6/30/17:







\*8 Total Available Balance is derived from **Banner ePrint FZRBD90** "Daily Budget Inception to Date"



- **C.** OPTIONAL: Section 12 can be used for anticipated commitments not reflected in Banner. *If used, backup documentation is required.*
- D. Once all fields are completed, the worksheet will show if justification is required:

\$ 87,496.52				
17%				
<25% Does NOT require justification				
>25% DOES require justification				

- E. Use the information to complete RPPR section G.10 Estimated Unobligated Balance.
- F. Upload the completed calculator worksheet to the ePAWS RPPR proposal record.