

# BURROUGHS WELLCOME FUND AD HOC FINANCIAL REPORT

Primary Contact: \_\_\_\_\_

Institution: \_\_\_\_\_

Project Title: \_\_\_\_\_

BWF Request ID Number: \_\_\_\_\_ Total Amount Received: \$\_\_\_\_\_

Report Due Date: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Please provide a financial statement reporting how the funds were used. You may use the space below to show the total budget for the activity, the amounts for each major budget category, and all sources of support for the activity, including BWF. Please be sure to note the activities for which BWF support was designated and any remaining balance. A balance in excess of \$500 must be returned to BWF. If additional pages are required, please attach them to this form.

*Examples of major budget categories include:*

- Administrative Expenses (such as supplies, personnel)*
- Participants' Support – Travel*
- Participants' Support – Other (such as meeting registration)*
- Miscellaneous Expenses*

Submitted By: \_\_\_\_\_

Title: \_\_\_\_\_