

This report must be completed for each fellowship award granted by the Dermatology Foundation, and is to be prepared by the accountant, research funds manager or financial officer of the sponsoring institution. The Financial Report must be submitted **60 days** following the award period to dfrap@dermatologyfoundation.org. To confirm that you have met the reporting requirement for your award, **you will receive a return email confirmation from the DF**. If you do not receive this confirmation email, this please contact the office at 847-328-2256 or dfrap@dermatologyfoundation.org. The final award payment will be scheduled for disbursement once the Financial and Research Reports have been received. **Please note, award funds will not be distributed beyond one year of the award termination date.**

Research Award Recipient: _____
Research Award: _____
Project Title: _____
Research Award Period: _____ Start _____ End _____
Institution: _____
Award Amount: \$ _____

Funds Available for Expenditure:

Award Payment(s) Received	\$	
Unpaid Award Balance	\$	(a)
Total	\$	(b)

Expenditures:

Salaries	\$	
Benefits (<i>Important—Attach certification that benefits paid are consistent with institution’s benefit policy.</i>)	\$	
Total	\$	(c)

Excess/(Shortage), (b) – (c): \$ (d)

Unused Funds Due to DF: If item (d) is greater than zero, enter the amount here. This amount represents unused funds. If unused funds (e) exceed the unpaid award balance (a), attach a check for the difference to this report. (*Make check payable to the Dermatology Foundation.*) If unused funds are less than the unpaid award balance, the DF will reduce the final award payment by (e).

	\$	(e)
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Approved By: _____
 Dermatology Dept. Chair/Chief _____ Date _____

Certified By: _____
 Fiscal Officer Signature _____ Date _____

Prepared By: _____
 Print Name _____ Date _____ Telephone _____ Email _____