



FOUNDATION FOR  
FOOD & AGRICULTURE  
RESEARCH

# Equipment Inventory Report

The Equipment Inventory Report must be submitted as part of the Final Report within 90 days after the expiration or termination of a FFAR funded research grant. All questions about this form should be directed to [grants@foundationfar.org](mailto:grants@foundationfar.org).

A complete inventory must be submitted for all major equipment acquired or furnished under this project with a unit acquisition cost of \$5,000 or more. The inventory list must include the description of the item, manufacturer serial and/or identification number, acquisition date and cost, percentage of FFAR funds used in the acquisition of the item.

Equipment with a unit acquisition cost of less than \$5,000 that is no longer to be used in projects or programs currently or previously funded by the FFAR may be retained, sold, or otherwise disposed of, with no further obligation to FFAR. If no equipment was acquired under this award, please write a statement to that effect.

Grantee Name: \_\_\_\_\_ Project Title:

Grant ID: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

Grant Period: \_\_\_\_\_

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

<b>Item Description</b>	<b>Manufacturer</b>	<b>Serial Number</b>	<b>Quantity</b>	<b>Condition <sup>1</sup></b>	<b>Location <sup>2</sup></b>	<b>Purchase Cost</b>	<b>% of FFAR funds to purchase</b>	<b>Date Received</b>

1 Condition: Excellent, Fair, Poor or Inoperable  
2 Location: complete physical address.



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# Certification

The undersigned hereby certifies that to the best of their knowledge and belief, the above report and all supporting documents are true, accurate, and complete. I am aware there is a significant penalty for submitting false or misleading information. If applicable, I agree that my electronic signature is legally binding, equivalent to, and has the same validity and meaning as my handwritten signature. I will not claim otherwise.

PI Full Name: \_\_\_\_\_

PI Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signing Official (ASO): \_\_\_\_\_

ASO Signature: \_\_\_\_\_ Date: \_\_\_\_\_