Reporting Requirements and Definition of In-Kind Support

The BMES ERC is required to report information to the National Science Foundation as described below.

To fulfill the reporting obligations of the ERC, each member company is asked to provide documentation of in-kind support provided that such member company has elected to use in-kind support as half of its annual membership fee to the BMES. This documentation is required for NSF audit purposes.

**Reporting Requirements:** Operating ERCs are required to submit annual reports on progress and plans, which will be used as a basis for performance review to determine the level of continued funding. To support this review and the management of the center, this ERC will be required to collect management and performance indicators data for submission annually to NSF. These indicators are both quantitative and descriptive and may include, for example, the following: characteristics of center personnel, sources of financial and in-kind support, expenditures, characteristics of industrial participation, research activities, technology transfer activities, patents, licenses, publications, degrees granted to students involved in center activities, descriptions of significant research and education advances, and other outcomes of the ERC’s effort. (Ref: [http://www.nsf.gov/pubs/1998/nsf9868/nsf9868.htm](http://www.nsf.gov/pubs/1998/nsf9868/nsf9868.htm))


In-kind support such as capital equipment should be assessed at the fair market value rate. Business meeting attendance and associated travel expenses are not allowable as in-kind support toward BMES ERC membership obligations. If you require further clarification or have any questions, please contact BMES Industrial Liaison Officer, Nikki Kristoffersen at nkristof@usc.edu or (323) 442-6789.