

PURPOSE OF C&G BA-148 FORM: (CHECK ONE)

- 1) **PROJECT SEGMENT AGAINST AN EXISTING PROJECT** _____ **YES**
- 2) **REQUEST FOR A PRE-AWARD PROJECT REFERENCE #** _____ **YES RADAR #** _____

Instructions: Complete top portion and submit through the office of the appropriate Dean/Director then to the College Research Office for approval.

PURPOSE #1 Above: Forward form along with the applicable budget as determined from the Sponsor’s approved budget to the Office of Contracts and Grants, Campus Box 7214.

PURPOSE #2 Above: Forward form to the Office of Sponsored Programs and Regulatory Compliance Services, Campus Box 7514.

Department Name _____ Date of Request _____

Financial OUC _____ IF segment request – MAP to 0- _____

Purpose Code _____ Prior Year Project No. (if applicable) 5- _____ Amount of Award (including F&A) \$ _____

Phase Required? (Assigned by College) ___ Yes ___ No _____ Cost Sharing Commitment? ___ Yes ___ No
(PHASE)

Sponsor: _____ Contract/Grant Agreement No. _____

Individual(s) authorized to initiate disbursements: Principal Investigator’s Name(s): _____

Statement of Financial Responsibility Regarding Purpose #2 Above: In the event that the University is unable to fully negotiate and execute this proposal and make an official award through Sponsored Programs and Regulatory Compliance Services (SPARCS), the Department/College (**CIRCLE ONE**) will retain sole responsibility for all costs incurred under this Pre-Award project set-up. Additionally, should the official project begin date create unallowable costs, the previously designated unit will also be responsible for payment of these costs from other appropriate funding sources.

Approval Received:

Principal Investigator	Date	Department Head	Date
College Dean/Designee	Date	Office of Sponsored Program Services <i>(Required for Pre-award requests only)</i>	Date

**** TO BE COMPLETED BY THE OFFICE OF CONTRACTS AND GRANTS ****

PROJECT NUMBER 5-_____

Institutional _____ Federal - Code 21 _____ Other - Code 32

Trust Fund Authority: _____ State - Code 31 _____ Local - Code 33

Purpose, including specific restrictions, terms or conditions on use of monies:

To provide accounting services for the above contract/grant/cooperative agreement in accordance with Sponsor/University guidelines, regulations, and/or specific terms of the award document or instrument of agreement, including the approved budget.

C&G Fiscal Manager assigned to this project: _____

Approved: _____ Date _____

Julie A. Brasfield, Director