

Attachment 2

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

1) PROJECT SEGMENT AGAINST AN EXISTING PROJECT _____ YES

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.

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 _____

(PHASE)

Cost Sharing Commitment? ___ Yes ___ No

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
(Required for Pre-award requests only)

Date

**** TO BE COMPLETED BY THE OFFICE OF CONTRACTS AND GRANTS ****
PROJECT NUMBER 5-

Institutional _____ Federal - Code 21
Trust Fund Authority: _____ State - Code 31

_____ Other - Code 32
_____ 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:

Earl N. Pulliam, Director

_____ Date