

Colgate University Prior Approval Request Form

| | | |
|---|---------------------|--------------------------------------|
| Project Director / Principal Investigator – name and department | | Colgate Banner Fund Number |
| Awarding Agency | Agency award number | Current award period (m/d/yy-m/d/yy) |

1. Action(s) for which approval is requested: (* requires agency approval)

| | |
|--|--|
| Pre-award spending (up to 90 days) | Requested amount \$ |
| 1st no-cost time extension (12 months) | Requested end date |
| 2nd no-cost time extension (12 months)* | Requested end date |
| Change in / Absence of Principal Investigator* | Requested start date |
| Rebudgeting: | <div style="display: flex; justify-content: space-between;"><div><u>From budget category</u></div><div><u>To budget category</u></div></div> |
| \$ | |
| \$ | |
| \$ | |
| Other: | |

2. Explanation / Justification

Please briefly cite scientific, technical, or administrative reason(s) for this action. Attach additional pages, if necessary.

3. Required Approval Signatures

I have examined this request for its scientific and/or administrative merits. This action will result in effective utilization of university and project resources and is consistent with the scope and objectives of the project, college policy, and OMB Expanded Authorities.

| | |
|------|-----------------------|
| | Project Director / PI |
| date | |
| | Associate Provost |
| date | |

4. Request / Notification submitted to awarding agency by _____
(if required) name date