

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:	<u>From budget category</u>	<u>To budget category</u>
\$		
\$		
\$		

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

_____ Vice Provost
date

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