Award Modification Request Form

Date of Request:_____

Cost Center (full with speedtype): _____

Type of Award (Startup, Tech Gap, etc.): _____

PI Name: _____

Department/College Name: _____

Award Start Date: _____

Current Award End Date: _____

Current Funding Balance: _____

Detail of Modification (eg. Transfer $2,500 from Capital to Travel):

Category From	Category To	Amount

Justification/Benefit of this Modification: _____

_____

_____

_____

_____ _____

PI Signature / Date College Dean Signature/ Date

Attachments to include with this form:
1074 from the start of the award to the current end date
Accepted offer letter, faculty hiring costs sheet with itemized equipment list (for Faculty Start up only)
Other documents that are pertinent for approval.

CREATE A FUNCTION REQUEST IN PS GRANTS AND UPLOAD THE COMPLETED FORM & ATTACHMENTS

Revised 12/2024