

# Fixed Price Balance Transfer Request



In accordance with the Fixed Price Residual Balance Policy, completion of this form is required to request the transfer of an unexpended balance on a fixed price award. Please refer to the RF Report Center for award budget and balance information. Any questions should be forwarded to Grants Management at x7-6752.

Principal Investigator/Award Information	
PI Name:	Direct Current Budget:
Sponsor Name:	Direct Available Balance:
Award Number:	Percent Remaining:

Required PI Certifications	
<p>By providing my signature below, I am certifying that all the following award conditions have been met:</p> <ul style="list-style-type: none"><li>• All deliverables have been met and work completed</li><li>• All technical reports have been submitted and accepted</li><li>• All costs associated with the project have been charged, including PI and staff effort</li><li>• No costs or effort associated with this project have been charged to another sponsored program</li></ul> <p>If percent remaining <math>\geq</math> 20%, please explain (1) why actual costs differ significantly from the original costs projected and (2) how a significant balance remains while still achieving the scope of work.</p>	
_____	_____
PI Signature	Date

Institutional Approvals ( <i>OM signature required for balances <math>\geq</math> 20%</i> )	
_____	_____
Director, Grants Management/designee	Operations Manager/designee (if required)