

Project Budget Transfers Form

Principal Investigator:

ORSP Number:

Start Date:

End Date:

Research Administrator:

C&G Accountant:

Original Funding Project ID:

New Project ID:

Purpose of transfer:

New Project Title:

Transfer Instructions:

1. This form must include written approval from the PI or agency as applicable to transfer funds from one project ID to another under the same agency award.
2. The Fund Code, Sponsor, Department and Function are inherited from the original funding project.
3. De-obligate funds from original funding project, set up in the new project ID series per the schedule below:

Transfer out of Current Project:

G6010	Faculty Salaries Academic (FAC_SALARY_L6)		G6170	Domestic Travel (TRV_DOMESTIC L6)	
G6020	Faculty Salaries Summer (FAC_SUMMER_L6)		G6180	Foreign Travel (TRVL_FOREIGN L6)	
G6030	Staff Salaries (STAFF_SALARY L6)		G6190	Participant Expenses (PART_EXPENSE L6)	
G6040	Student Salaries (STDNT_SALARY_L6)		G6200	Participant Travel (PART_TRAVEL L6 - NON F&A)	
G6050	Fringe Benefits (BENEFIT L6)		G6210	Scholarships/Fellowships (SCHOL_FELLOW L6)	
G6080	Capital Equipment (EQUIP_CAPITL L6)		G6220	Tuition & Fees (TUITION_FEES L6)	
G6100	Consultants (CONSULTANTS L6)				
G6120	Administrative Expenses (ADMIN_EXP L6)			TOTAL DEOBLIGATED DIRECT COSTS	
G6140	Other Direct Costs (OTHER_DIRECT L6)		G6250	INDIRECT COST RATE: %	
G6145	Workshop/Seminar (WRKSH_SEMINR L6)			TOTAL DEOBLIGATED FUNDS	
G6150	Rent & Leases (RENT & LEASE L6)				

Transfer into New Project:

G6010	Faculty Salaries Academic (FAC_SALARY_L6)		G6170	Domestic Travel (TRV_DOMESTIC L6)	
G6020	Faculty Salaries Summer (FAC_SUMMER_L6)		G6180	Foreign Travel (TRVL_FOREIGN L6)	
G6030	Staff Salaries (STAFF_SALARY L6)		G6190	Participant Expenses (PART_EXPENSE L6)	
G6040	Student Salaries (STDNT_SALARY_L6)		G6200	Participant Travel (PART_TRAVEL L6 - NON F&A)	
G6050	Fringe Benefits (BENEFIT L6)		G6210	Scholarships/Fellowships (SCHOL_FELLOW L6)	
G6080	Capital Equipment (EQUIP_CAPITL L6)		G6220	Tuition & Fees (TUITION_FEES L6)	
G6100	Consultants (CONSULTANTS L6)		G6230	Subcontracts < \$25k (SUBK < 25K L6)	
G6120	Administrative Expenses (ADMIN_EXP L6)		G6240	Subcontracts > \$25k (SUBK > 25K L6)	
G6140	Other Direct Costs (OTHER_DIRECT L6)			TOTAL DIRECT COSTS	
G6145	Workshop/Seminar (WRKSH_SEMINR L6)		G6250	INDIRECT COST RATE: %	
G6150	Rent & Leases (RENT & LEASE L6)			TOTAL FUNDS TO BE TRANSFERRED	

4. A copy of this form must be returned to the RA for filing in the public drive (Scanned Proposals folder) upon completion of the transfer.