

**AWARD TRANSFER OUT
 Relinquishment by UNMC to another Institution
 (REQUIRED FORM)**

Purpose: The purpose of this form is to document formally the approval of academic leadership for a proposed 'Transfer Out' of a sponsored award. A sponsored award is held by UNMC as an institution, so institutional approval is needed to support moving an award to another institution for any reason. Most often though, the reason is the movement of a UNMC PI to a new institution.

Required by Sponsored Programs Administration ("SPA"): SPA is unable to initiate communications with the award sponsor before this form is signed by the Department Chair and the Dean/Research Dean of the college or operating unit.

How to Submit to SPA: Please email the completed form (minus the signature of a SPA Manager) to spadmin@unmc.edu.

UNMC Dept. that owns the award:	
UNMC PI of Record (Contact PI):	
UNMC Award/PID #	
Sponsor:	
Sponsor Award #:	
Project Title:	
Is this a MPI award with multiple PD/Pis? If so, name each MPI with their employing institution in parentheses.	

Institutional Approval for the Transfer Out of the Award

Department Chair Name:		College Dean or Research Dean Name:		SPA Manager Name:	
Department Chair Signature:		College Dean or Research Dean Signature:		SPA Manager Signature:	
Date of Signature:		Date of Signature:		Date of Signature:	

SUBMIT VIA EMAIL TO spadmin@unmc.edu