

**NSF Award Relinquishment  
PI Transfer Request**

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Process: In addition to submitting this completed form to OSP, the PI will prepare the request in FastLane (see "Prepare a PI Transfer Request as a PI" in the Fastlane Help Guide). Once the form is complete, an Authorized Organizational Representative (AOR) from Brown University will indicate agreement with the transfer by forwarding the request to the Sponsored Projects Officer (SPO) of the new organization. The AOR of the new organization then submits the request to NSF for approval.

Principal Investigator (PI) Name: \_\_\_\_\_

PI Department: \_\_\_\_\_

Grant Award Number: \_\_\_\_\_

Start Date of Transfer : \_\_\_\_\_

Name of New Institution: \_\_\_\_\_ UEI: \_\_\_\_\_

Address (City & State): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person Email: \_\_\_\_\_

**UNOBLIGATED BALANCE**

Original Grant Amount (including amendments awarded, if any) \_\_\_\_\_

Total Disbursements and Unpaid Obligations (at the Start Date Of Transfer)\* \_\_\_\_\_

Unobligated Balance (Amount to be transferred)\*\* \_\_\_\_\_

*\*The prefilled amount in FastLane is the calculated minimum amount spent on this award to date. The amount may be increased to reduce the amount that will be transferred.*

**\*\* The amount entered in this field will be considered the final amount to be transferred. Please confirm with Post Award and Final Financial Report.**

**EQUIPMENT**

Does this award include Equipment costing \$5,000 or more?                      Yes                      No

If yes, please provide itemized list.

Equipment Costing \$5,000 or More Transferring with the Project (itemize)

<i>Name of Equipment</i>	<i>Shipping Cost (\$)</i>
_____	_____
_____	_____

Equipment Transfers: Equipment purchased with NSF funds for use in a specific project should remain available for use for the duration of the project. Shipping costs for such equipment may be charged to the original or transferred grant as an allowable cost. Budgets should not include funds to "buy" equipment that had been previously obtained with Federal funds.

By signing this form, I attest that I have a desire to continue the research project at the new institution listed above.

\_\_\_\_\_  
*Principal Investigator Signature* \_\_\_\_\_  
*Date*

In view of the fact that we do not wish to nominate another principal investigator or continue the research project at this Institution, this is to signify our willingness to terminate this grant as of (\_\_\_\_\_) and to relinquish all claims to any unexpended and uncommitted funds remaining in the grant as of that date, as well as to all recommended future support of this project.

\_\_\_\_\_  
*Dept. Chair/Center Director/University Librarian Signature* \_\_\_\_\_  
*Date*