## **Project Transfer or Relinquishment Request Form**

Submit a completed and signed copy of this form to <a href="mailto:postaward@uidaho.edu">postaward@uidaho.edu</a> at least 30 days prior to the transfer date and include all back-up documentation and signed prior approval requests.

moving to a new	I, , will be v position within the University s change, I request that the fo nt requests* must accompany	of Idaho	that will a	ffect my spon projects be tra	sored proje ansferred to		
0	Tills		stimated	Project	UI Budge		]
Sponsor	Title	l ra	ansfer \$	End Date	#	Needed*	1
							-
							_
*Note: A template	is located at www.uidaho.edu/osp/	<u>forms</u> .					
	e transfer I will be transferring ng transferred.	the follow	wing pieces	s of equipmer	t that were	purchased under th	he
Description/Serial number/Tag #		Current Condition and value (\$)			Purchased on UI Budget #	_	
							_
							_
	uesting that the following pied chers at the University be tran				esearch and	d unlikely to be use	ed by
Equipment Description/Serial number*			Current Condition and value (\$)			Purchased under UI Budget #	

- 4. The following projects will be retained at the University of Idaho. Attach the required documentation for each project including:
  - a. PI Changes require agency approval via a prior approval request. The template is at <u>www.uidaho.edu/osp/forms</u>. The letter must be signed by the current and new requested PI, and a CV and current and pending support form must be attached.
  - b. Below indicate whether a subaward will or will not be issued to your new institution. If yes, the new institution will need to provide a proposal to postaward@uidaho.edu.
  - c. Below indicate whether or not there is an IACUC, IRB or IBC protocol on the project. OSP will contact ORA if a protocol is indicated.

			To be Subawarded?	UI Budget	Data Transfer	Any Protocols
Sponsor	Title	New PI	(Y/N & \$ Amt)	#	Needed*	(Y/N)
					<u> </u>	<u> </u>
	rojects are near completion and deliverables or report, pri			ete all requ	ıired project v	vork,
Sponsor	Title		UI	Budget #	$\neg$	
- 1						
						_
						-
Required Certificati	ons and Signatures:					
Δs the Pl on these	projects, I understand that I	must coordinate w	ith the Office of S	Sponsored	Programs in 1	enards to
formal Sponsor app of any equipment a understand that no	projects, i understand that is provals for these items. Addit pproved to be transferred fo property may be transferred and sponsor approvals (if n	tionally I understar r proper removal fr l or removed from t	d that I must not om the Universit the University of I	ify the Unit y Fixed As:	Property Adr sets Inventory	ninistrator
PI:	Date					
CHAIR, DEAN/DIR	ECTOR					
	above, I am in agreement wi en in accordance with Spon					oropriate
Chair:	Date		Dean:			Date
VPR Approval***: _						
		Date				
*For information on tra	insfer of data see FSH 5700 <b>G.</b>	TRANSFER OF RES	EARCH DATA (http	o://www.web	s.uidaho.edu/fsl	<u>1/5700.htm</u> )
these items or these ite	der \$5,000 are typically retained be ems were purchased on an active 00 may require sponsor approva	e grant which will be to				
***Only required for eq	uipment transfers being requeste	ed when equipment wa	as not purchased ur	nder transfer	red awards	

Copies to: OSP, Department, Unit Property Administrator, ORA.