

THE UNIVERSITY OF TEXAS RIO GRANDE VALLEY

Grants & Contracts Sponsored Project Expenditure Correction Request Form

PI/PD: Prepared by:								
Department:								
From PROJECT #:	Date: To PROJECT #:							
Project Informatio								
Froject informatio	Expenditure				Voucher	Voucher		
Department	Item Date	Award	Expenditure Type	Amount	Number	Date	Description	
	Total	Amoun	nt of Corrections					
How is the expenditure allowable and allocable based on the terms and conditions of the new project?								
Why was this expenditure charged to the incorrect project (i.e. typo, account had not been set up, etc)								
If the Expenditure Correction is being requested more than 90 days after the original transaction date, please explain why the expenditure is being requested. The request will require Division VP / Dean and Director of Grants and Contracts approval.								
Division VP or Dean (approval required if more than 90 days)					ment	_ Date		
Director of Grants and Co	ontracts (approv	val require	d if more than 90 days)	1			Date	
By approving this reque charged and that the exp						n appropriate expend	liture for the sponsored grant or contract	
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PI/PD - Acct to receive ne	w charge			Depar	rtment		Date	
PI/PD - Acct to be corrected (credited)				— — — — — — — — — — — — — — — — — — —	rtment		Date	