

# Carnegie Mellon University

## REQUEST FOR EARLY AWARD NUMBER

PROPOSAL NUMBER: FP00000995

PRINCIPAL INVESTIGATOR (PI): Albert Abels

DEPARTMENT: ASSOCIATE VICE PRESIDENT FOR RESEARCH & ACADEMIC ADMIN

SPONSOR: NATIONAL SCIENCE FOUNDATION

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GOVERNMENT PRIME:

PROJECT TITLE: Example of Early Award Request

IF THIS IS A **CONTINUATION OR RENEWAL** PROJECT INDICATE CURRENT:

SPONSOR AGREEMENT NUMBER: \_\_\_\_\_

PERIOD OF PERFORMANCE: \_\_\_\_\_

CURRENT CMU AWARD NUMBER: \_\_\_\_\_

### **IN REGARDS TO THIS REQUEST:**

ANTICIPATED AWARD:

PERIOD OF PERFORMANCE:

FUNDING LEVEL (IF KNOWN):

DEPARTMENT CONTACT PERSON:

TELEPHONE:

DESCRIPTION OF REQUEST AND JUSTIFICATION:

## **CERTIFICATIONS & APPROVALS:**

An early award is requested when a need exists to incur costs prior to completion of negotiation of an award, receipt of an amendment or fully executed award document. A written authorization from the sponsor may also be needed based on award terms. Upon approval of an early award, the work can begin at the PI's risk.

The work conducted under risk should NOT involve any compliance related items including human subjects, animal research, stem cells, select agents or export controls unless approved protocols, licenses or infrastructure is in place prior to starting work, or a written notification from the appropriate compliance department that these are not required for the early request.

In the event the award described above is not received, terms cannot be agreed to, or if the award does not coincide with the final performance period identified above any costs incurred as a consequence of this request will be charged to the account assuming financial risk.

The PI/technical lead may be required to use discretionary funds to cover such incurred costs.

The dean and department head agree to make funding available for the costs incurred in the event the award cannot be finalized or does not coincide with the anticipated performance period.

All departmental parties concur with this action.

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ACCOUNT ASSUMING FINANCIAL RISK:

\_\_\_\_\_  
PRINCIPAL INVESTIGATOR                      DATE

\_\_\_\_\_  
BUSINESS MANAGER                      DATE

\_\_\_\_\_  
DEPARTMENT HEAD                      DATE

\_\_\_\_\_  
DEAN                      DATE

\_\_\_\_\_  
OSP RESEARCH ADMINISTRATOR                      DATE