

GRANT TRANSFER REQUEST FORM
Office of Research Administration (ORA)

Sponsored projects are awarded to the University of Maine (UMS), not directly to the Principal Investigator (PI). If a PI plans to leave UMS for a new institution during the course of a sponsored project, UMS has the prerogative to retain, transfer, or terminate the award. In those cases, where UMS and the new institution agree, ORA will facilitate the transfer of the award to the PI's new institution, which includes requesting sponsor approval for the transfer.

It is important to allocate enough time for the transfer process; therefore, the request should be made well in advance of the expected start date at the new institution. It is recommended that the form below be submitted least 120 days prior to the desired transfer date.

For more information, please review the ORA guidance available at:

<https://umaine.edu/ora/award-management/post-award-actions/grant-transfers/>

Could this award be transferred to another Investigator within the University of Maine? Yes No
If not, please explain why? _____

PI Name (PI Last Name, First Name): _____

Sponsor: _____ Award ID: _____

Period of Performance: _____ Amount of Award: \$ _____

Project Title: _____

Administrating Dept.: _____

Separation Date (no funds should be spent at UMS after this date): _____

Were any inventions/patents developed due to this Award? Yes No

Was any equipment acquired due to this project? Yes No

Required Attachments: (Attach additional information)

- Summary of Progress to Date
- Summary of Objectives Remaining

Receiving Institution: _____

Administrative Contact Name: _____

Telephone #: _____ Email: _____

By signing below, I request the University of Maine formally relinquish the award referenced above and any remaining funding, for the purpose of transferring the remainder of this award to the new institution listed above.

Signature of PI

Date

Submit completed form to umgrants@maine.edu.

To Be Completed by the Office of Research Administration

Funds Remaining:\$

By signing below, I approve this request for the University of Maine formally relinquish the award referenced above and any remaining funding, for the purpose of transferring the remainder of this award to the new institution listed above.

Signature of Director, Office of Research Administration

Date

Signature of Vice President and Dean of the Graduate School

Date