



THE UNIVERSITY OF TEXAS RIO GRANDE VALLEY

Grants & Contracts, UNSF 1.201 Expenditure Correction Request Form

PI/PD: _____
Department / ORG: _____
From PROJECT #: _____

Prepared by: _____
Date: _____
To PROJECT #: _____

----- Project Information-----

Org	Expenditure Item Date	Award	Expenditure Type	Amount	Voucher Number	Voucher Date	Description

Total Amount of Corrections

Why was this expenditure charged to the incorrect project (i.e. typo, account had not been set up, etc)

Why does the expenditure need to be corrected to the new project?

How is the expenditure allowable and allocable based on the terms and conditions of the new project?

If the Expenditure Correction is being requested more than 90 days after the original transaction date, please explain why the expenditure is being corrected.

By approving this request, I, the Principal Investigator/Director, certify that the expenditure to be corrected is an appropriate expenditure for the sponsored grant or contract charged and that the expenditure complies with the terms and conditions of the sponsored grant or contract.

PI/PD - Acct to receive new charge

Department

Date

PI/PD - Acct to be corrected (credited)

Department

Date

Director Grants and Contracts

Date