

REQUEST FOR RISK ACCOUNT

Purpose: A Risk Account is a sponsored program account that OSP can establish prior to the receipt of a new award or the modification of an existing award if the PI has received written confirmation from the sponsor that the award/modification is forthcoming. In order to establish a Risk Account OSP must receive: 1) Documentation of sponsor commitment to issue an award or modification, 2) A budget for the funds including Facilities and Administrative costs (Indirect Costs), and 3) This form, with all necessary signatures. Your OSP research administrator can provide assistance if questions arise.

		<u>Yes</u>	<u>No</u>
Principal Investigator: _____	New Award	<input type="checkbox"/>	<input type="checkbox"/>
Department/Center: _____	Continuation	<input type="checkbox"/>	<input type="checkbox"/>
Phone: _____	Fixed Price Agreement	<input type="checkbox"/>	<input type="checkbox"/>
Email: _____	Budget attached	<input type="checkbox"/>	
	Sponsor Documentation Attached	<input type="checkbox"/>	
Project Title: _____			
Funding Agency: _____	Anticipated Project Start Date: _____		
Risk Account Period: From: _____ To: _____	Anticipated Project End Date: _____		
Amount Requested: _____	University Account Number To Guarantee Funds: _____		

Explain the need for funding:

In the unlikely event the award/modification is not issued the Principal Investigator, Department Chair/Center Director, and Dean verify that all expenditures will be covered by the guarantee account. These signatures serve as authorization to transfer funds to cover incurred expenditures if the award is not issued. However, OSP will notify the Dean/Chair/Center Director before any such transfer occurs.

PI Signature: _____	Date: _____
Chair/Director Signature: _____	Date: _____
Dean Signature: _____	Date: _____