



## Prior Authorization to Spend Request Form

This authorization request gives the Project Director the opportunity to (1) have a project number created before an award document is received and/or before an award begins or (2) update an existing project to allow for spending before the award begins.

**A. REQUEST: (Complete Section A and obtain all appropriate approvals in Section B. Send completed form to Office of Research & Sponsored Programs Office)**

Today's Date: \_\_\_\_\_ Project Director: \_\_\_\_\_ Dept: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_ G&C Administrator: \_\_\_\_\_

Anticipated Award Amount: \_\_\_\_\_ Anticipated Pre-award Spending Amount: \_\_\_\_\_

Sponsoring Agency: \_\_\_\_\_ Prime, if subaward: \_\_\_\_\_