



Nova Southeastern University
Office of Grants & Contracts
 3301 College Avenue
 Fort Lauderdale, Florida 33314



REQUEST FOR USE OF UNOBLIGATED BALANCE ON FIXED-PRICE AGREEMENT

Instructions: This request should be submitted no earlier than 45 days after the close of the agreement performance period; this ensures that all expenditures have been posted to the award index.

NSU Index #: _____ **PI/PD:** _____

Project Title: _____

Sponsoring Agency: _____

Unobligated Balance: _____

CERTIFICATION: All the performance and reporting requirements have been satisfied for this agreement and have been accepted by the sponsoring agency. It is requested that the remaining unobligated funds be transferred into the indicated index(es) for use in accordance with the explanatory remarks below.

Index Number(s) into which the unobligated balance should be transferred:

EXPLANATION: Attach additional sheets, as necessary

Signatures: _____
 Principal Investigator _____ Date _____

 Dean/Center Director _____ Date _____

Prepared by: _____ Ext. _____

Verification: _____
 Office of Grants and Contracts _____ Date _____

 Office of the Controller _____ Date _____

Concurrence: _____
 Vice President for Finance _____ Date _____