

KU Center for Research

Provisional Request Form

Instructions for this form:

1. Complete the form with as much information as possible
2. Obtain the appropriate signatures as indicated at the end of the form. An electronic signature stamp is acceptable on this form.
3. Open a blank e-mail and type the PI Name in the subject line in the format "Last,First".
For example, Smith,John. ***Do not type anything else in the subject line.***
4. Send the e-mail with the signed copy of this form and any other relevant attachments to ImageNowMail_KUCRPAP@ku.edu

PeopleSoft Proposal Number¹:

Principal Investigator
(Last,First):

Sponsor:

Administering Center/
Department ID:

Requestor (Last,First):

Requestor e-mail:

Provisional Request

Award Type (If known):
(check one)

Grant Cooperative Agreement Cost-Reimbursable Contract

Fixed Price Contract Other

Award will be (If
known): (check one)

Renewal New Continuation Supplement

Request for Pre-Award Spending?

Yes No

Anticipated award funds:

\$

Award Start Date (Anticipated):

Award End Date (Anticipated):

Chart String²

¹ This is also known as "GM Award" in DEMIS

² This chart string will be used to cover any expenses incurred in the case that this award is not received or pre-award spending is not granted.

Please contact KU Center for Research at pas@ku.edu if you have questions or concerns about using this form.

Compliance

Are there any outstanding compliance issues? Yes No

Research Integrity website:
http://research.ku.edu/research_integrity_office_research_graduate_studies_university_kansas

Conduct of Research/Research Integrity University Policies:
<http://research.ku.edu/ku-research-policies>

Additional Remarks

Certification and Approvals for Provisional Request

In accordance with [University of Kansas Policy](#), "**Provisional Sponsored-Project Award Establishment**", an urgent need exists to expend funds prior to receipt of a fully-executed award.

Principal Investigator:

Signature Date

I concur with this funding request and will use the chart string provided above to cover any expenses incurred as a result of Pre-Award spending if the project is not awarded or spending is disallowed.

Dept. Chair or Director:

Signature Date