

**FIXED-PRICE AWARD UNEXPENDED BALANCE FORM**

**PRINCIPAL INVESTIGATOR:** \_\_\_\_\_

**ADMINISTERING UNIT:** \_\_\_\_\_

**AGENCY:** \_\_\_\_\_

**AWARD NUMBER:** \_\_\_\_\_

**FUND NUMBER:** \_\_\_\_\_

**AWARD END DATE:** \_\_\_\_\_

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**IF THERE IS A LARGE UNEXPENDED BALANCE (GREATER THAN \$10,000 OR GREATER THAN 25% OF THE TOTAL AMOUNT RECEIVED FROM THE SPONSOR), PLEASE EXPLAIN IN THE SPACE BELOW THE CIRCUMSTANCE(S) THAT LED TO IT AND/OR THE REASON(S) FOR IT.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I certify that:*

- *All programmatic work is complete;*
- *All programmatic and administrative deliverables have been submitted to the sponsor;*
- *To the best of my knowledge, all expenses charged to the award were consistent with UC/UCI policy and the award terms and conditions.*

*I request the transfer of the adjusted direct cost balance to the unrestricted department research account(s) noted below so that I may further support my research program, including the support of graduate students engaged in research.*

\_\_\_\_\_  
PI Signature

\_\_\_\_\_  
Date

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**DEPARTMENT/ORGANIZED RESEARCH UNIT**

Please include below the department research account number(s) for the fund transfer (should be linked to a 41xxxx UC Account and 60118 fund).

\_\_\_\_\_  
**Department Research Account Number(s)**

Please email the completed and signed forms to the appropriate accountant in the Contracts and Grants Accounting Office. The list of accountants by fund number can be found on the following website: <http://www.accounting.uci.edu/cg/fund-assignments.html>