

**AWARD TRANSFER OUT**  
**Relinquishment by UNO to another Institution**  
**(REQUIRED FORM)**

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**Purpose:** The purpose of this form is to document formally the approval of academic leadership for a proposed 'Transfer Out' of a sponsored award. A sponsored award is held by UNO as an institution, so institutional approval is needed to support moving an award to another institution for any reason. Most often though, the reason is the movement of a UNO PI to a new institution.

**Required by Office of Sponsored Programs (OSP):** OSP is unable to initiate communications with the award sponsor before this form is signed by the Department Chair and the Dean/Research Dean of the college or operating unit.

**How to Submit to OSP:** Complete the form below and obtain the required signatures. Email to your assigned grants coordinator or to [unosponpro@unomaha.edu](mailto:unosponpro@unomaha.edu)

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UNO PI Department/UNIT

UNO PI of Record (Contact PI):

NuRamp PID/Form # Sponsor:

Project Title:

Sponsor Award #:

Is this a MPI award with multiple PD/Pis? If so, name each MPI with their employing institution in parentheses.

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**Institutional Approval for the Transfer Out of the Award**

\_\_\_\_\_  
Department/Unit Chair/Director      Date

\_\_\_\_\_  
College/Unit Dean/Director      Date

If you have any questions, please reach out to your assigned grants coordinator or email: [unosponpro@unomaha.edu](mailto:unosponpro@unomaha.edu)