REQUEST FOR NEW ACCOUNT

TO _____ **PI/PD** _____

DEPT _____
DATE _____

DEPT APPROVAL _____ _____
DEPT HEAD DEAN/VICE CHANCELLOR

ORIGINATING DEPT _____ DIVISION OF RESEARCH _____

CAMPUS ADDRESS _____ PHONE _____

SUGGESTED FUND GROUP _____

RESPONSIBLE PERSON _____ SCHOOL _____ DEPT _____

AMO46 RESPONSIBILITY _____ GRANT NUMBER _____

PUROPSE OF THIS ACCOUNT _____

_____

TYPES OF ACTIVITY FOR THIS ACCOUNT _____

_____

HOW IS THIS FUNDING PROVIDED

1. GENERAL OPERATIONS _____
2. ENDOWMENT _____
3. FEDERAL ☐ STATE ☐ LOCAL ☐ PRIVATE GRANTS ☐
4. RESTRICTED FUNDS (SPECIFIC) _____

ACCOUNTING USE ONLY

ACCOUNT NUMBER ASSIGNED _____

ACCOUNT TITLE ASSIGNED _____

RESPONSIBLE PERSON _____ ADDRESS _____

LONG ACCOUNT TITLE _____

ACCOUNTANT _____

PROJECT YEAR _____

START DATE _____ END DATE _____

REPORT DUE DATES: TECHNICAL _____ FISCAL _____ RENEWAL _____

_____ _____ _____ _____
APPROVED/CONTRACTS & GRANTS DATE APPROVED/COMPTROLLER DATE