

Project Over Expenditure and Over Commitment, Expired Project Continuation of Spending and New Project Pre Approval Request Checklist

For Questions ~~at~~ELP with the completion of this form, please contact (403) 210 9300 or finance@ucalgary.ca

This checklist identifies the steps required to request an Over Expenditure and Over Commitment, Expired Project Continuation of Spending Request and / or New Project Pre Approval for Project Creation/ Continuance for an eligible project.

LEGEND		
Dean/AVP/VP/SrDir	=	Dean/AVP/VP/Senior Director
DH	=	Department Head
R/PH	=	Researcher/Project Holder
RA	=	

INFORMATION FOR SELECTING POF APPROVAL REQUEST
Select New Project Pre Approval Request if project is NEW
Select Over Expenditure or Over Commitment Request if your project is OVERSPENT
Select Expired Project Continuation of Spending Request if project has EXPIRED

Over rExpenditure Over Ccommitment,