



### Post Proposal Submission Transaction Request

Proposal Processing Number (PPN): \_\_\_\_\_ Project Number (if applicable): \_\_\_\_\_

Project Title: \_\_\_\_\_

Current Principal Investigator (PI) Name: \_\_\_\_\_

**Type of Transaction** – Check all that apply. For each box checked, complete the pertinent section.

- Budget revision (prior to GCA setup)
  - PI change
  - Department budget number change
  - Center addition
  - Change in percent credit allocation
- Effective Date: \_\_\_\_\_

**For Office Use Only:**

Is agency approval required?

Yes No

**Budget Revision** – Please attach new budget.

**PI Change** – Please attach CV and current pending support for new PI. Important instructions on Page 2.

Current PI: \_\_\_\_\_ Emp ID and User ID \_\_\_\_\_  
 New PI: \_\_\_\_\_ Emp ID and User ID \_\_\_\_\_  
 Reason for change: \_\_\_\_\_

**Department Budget Number Change**

Department	Dept. Number	Added	Removed
_____	_____	_____	_____
_____	_____	_____	_____

Reason for change: \_\_\_\_\_

**Center Addition**

New Center	Center #	Signature of Center Director
_____	_____	_____

**Change in Percent Credit Allocation**

Name	From	To	New % Credit	Signature
_____	_____	_____	_____%	_____
_____	_____	_____	_____%	_____
_____	_____	_____	_____%	_____
_____	_____	_____	_____%	_____
_____	_____	_____	_____%	_____

**Approved by:**

Current PI (if applicable) \_\_\_\_\_ Date \_\_\_\_\_  
Name: \_\_\_\_\_

New PI (if applicable) \_\_\_\_\_ Date \_\_\_\_\_  
Name: \_\_\_\_\_

Department Chair \_\_\_\_\_ Date \_\_\_\_\_  
Name: \_\_\_\_\_

Department Chair (if applicable) \_\_\_\_\_ Date \_\_\_\_\_  
Name: \_\_\_\_\_

Associate Dean for Research \_\_\_\_\_ Date \_\_\_\_\_  
Name: \_\_\_\_\_

Associate Dean for Research (if applicable) \_\_\_\_\_ Date \_\_\_\_\_  
Name: \_\_\_\_\_

## FOR NEW PI NOT INCLUDED IN THE ORIGINAL INFOED APPROVAL ROUTE

### Acknowledgement

**Institutional Compliance:** The undersigned certify that: (1) the information submitted within the application is true, complete and accurate to the best of the principal investigator's (PI) knowledge; (2) any false, fictitious, or fraudulent statements or claims may subject the PI to criminal, civil, or administrative penalties of local, state, and federal statutes; (3) the PI agrees to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of the application.

**Financial Disclosure:** The undersigned certify that they have read, understand, and are bound by Clemson University's Financial Disclosure Policy, that they have made all financial disclosures required by it, if any, and will comply with any conditions or restrictions imposed by the institution to manage, reduce, or eliminate actual or potential conflicts of interest.

**Intellectual Property:** The undersigned certify that they have read, understand, and are bound by Clemson University's Intellectual Property Policy, agree to assign and do hereby assign, all rights, title, and interest in intellectual property under such policy to Clemson University, and to execute such further documents needed to perfect the assignment of such rights. All investigators agree to disclose, and to cause other project personnel to disclose, all intellectual property to the University's Intellectual Property Committee within 60 days of discovery or the time of confidential submission for publication of manuscripts disclosing the invention, whichever is earlier. Failure to make timely disclosure to the committee may lead to the loss of patent rights to the federal government on federal government contracts or to other parties.

**Cost Accounting Standards:** The PI certifies that the proposal budget complies with Clemson University's Federal Cost Accounting Standards Policy.

**Responsible Conduct of Research:** If this application is being submitted to the National Science Foundation, the National Institute for Food and Agriculture, or NIH, I certify that I am aware of the sponsor's requirements for Responsible Conduct of Research.

**Debarment and Suspension:** The investigator certifies that the following statements are true

- 1) You are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions (defined as being eligible to receive federal funds) by any federal department or agency.
- 2) You have not, within a 3-year period preceding an application for funding, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- 3) You are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in (2) above.
- 4) You have not, within a 3-year period preceding this application, had one or more public transactions (federal, state, or local) terminated for cause or default.

**Public Access Requirements:** The investigator certifies that, if awarded, they will comply with all sponsor-required public access requirements.

I, the undersigned, hereby acknowledge that I have read and understand my obligations and responsibilities as a PI and accept the terms and conditions stated herein.

Name:

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Signature:

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Date:

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