



LOUISIANA STATE UNIVERSITY

REQUEST TO ESTABLISH TENTATIVE GRANT | OTHER CAMPUS

AS496

Disclaimers

- The department/cost center is responsible for all charges if the agreement is not fully executed or if charges are incurred prior to the established begin date.
- F&A will not calculate on expenditures posted to tentative grants until the grant is tied to an award.
- Payroll charges for an employee with a home company that differs from the company specified in the grant name **SHOULD NOT** be charged to the requested grant.
 - o If these charges are anticipated for the project, please check the "Yes" box below to receive further instruction.

Grant Information

Company	☐ LSUA	☐ LSUE	☐ PBRC	☐ LSUS (Integrow # _____)
Principal Investigator(s)				
Co-Principal Investigator(s)				
Grant Manager				
Project Title				
Sponsor				
Sub-k Grant(s) Needed	Sub-k Name(s)			
Multi-Company Charges Anticipated*	☐ Yes	☐ No		
Fringe Benefit Rate*	☐ Not Allowed	Tuition Remission Rate*	☐ Not Allowed	
Requested By			Cost Center ID(s)	
Contact Phone			Contact E-mail	

*Form will not be accepted if these fields are not fully completed.

Function/Purpose

Please check all that apply as separate Grants are required for each function identified.

- | | | |
|--|--|---|
| ☐ Instruction FN10 | ☐ Academic Support FN40 | ☐ Institutional Support FN70 |
| ☐ Research FN20 | ☐ Student Services FN60 | ☐ Operations of Plant & Maintenance FN80 |
| ☐ Public Service FN30 | ☐ Scholarship/Fellowship FN90 | ☐ Hospital FN95 |

Approval

The department is responsible for all charges if the agreement is not fully executed or if charges are incurred prior to the established begin date. **Once approved, please forward the completed form to spa@lsu.edu.**

Requester Signature _____

Print Name _____

Date _____

Sponsored Program Accounting (for internal use only)

Grant Name			
Grant ID		Fund	
☐ All Grants	☐ Cost Sharing	☐ LSUPBRC Grants Fringe Group 3 ____%	☐ Grants GA Health Insurance
☐ Tentative	☐ Subawards	☐ LSUPBRC Grants TR Group 7 (38%)	

Division of Finance • Office of Accounting Services • Sponsored Program Accounting
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