



UNIVERSITY PRIOR APPROVAL SYSTEM (UPAS)

Please complete this form and attach to the Grants Status Update (Advance Accounts) or Award Modification Request (Pre-Award Spending & No-Cost Extensions).

Proposal/Award Number: _____ Principal Investigator: _____

Please check the reason for this UPAS Form:

Advance Account Request:

- Department Account # to be charged if grant is not awarded: _____
- Please attach any documentation/confirmation from the sponsor.
- If the award involves IRB or IACUC, please provide the Protocol Number: _____

Pre-Award Spending: (only applicable for federal grants under Expanded Authorities)

- Requested Pre-Award Start Date (up to 90 days): _____

First Time No-Cost Extension: (only applicable for federal grants under Expanded Authorities)

- Requested End Date (up to 12 months): _____
- By notifying the sponsor of this one-time extension of the period of performance, you certify that the extension is not: 1) being exercised merely for the purpose of using unobligated balance, 2) prohibited by the terms and conditions of the Federal award, or 3) requesting additional Federal funds. Further, it does not involve any change in the approved objectives or scope of the project.

For all Requests, please include the Justification below:

Compliance Note: All compliance and regulatory requirements such as IRB/IACUC/IBC approvals, Conflict of Interest assurance and training, must be in place prior to approval of advance account, pre-award spending, and no-cost extensions.

The approval request(s) for an advance account and/or pre-award costs is consistent with the project proposed to the sponsor. By signing below, the Department/Center/Program/Institute guarantees funding of all costs incurred in the event: (1) the proposal is not awarded; or (2) in the case of pre-award costs, the anticipated start date changes so that the conditions no longer apply.

PI/Co-PI Signature _____

Chair/ Director Signature _____

SP/BMRA Authorized Signature _____

The UPAS (University Prior Approval System) Form is Brown's way to document an internal approval for the "Expanded Authorities" granted to our awards by the federal government. Expanded Authorities, as defined by the NIH Grants & Policy Statement, are Federal administrative requirements that allow agencies to waive certain cost-related and administrative prior approvals.