Office of Sponsored Programs
UNIVERSITY of ALASKA ANCHORAGE

Banner Project Number: _____

(The G###### assigned in Banner to the receiving project)

Cost Transfer Additional Justification Form (Recertification and 60-Day)

In accordance with the Cost Transfer Policy implemented July 1, 2004, 2 CFR Part 200 Subpart E, and 2 CFR 200.430 cost transfers must be sufficiently supported and documented. Frequent, tardy, or insufficiently justified transfers may lead to sponsor concerns about the reliability of the University's internal controls and the ability of the Principal Investigator (PI) to manage funding. Transfers made after 60 days will be considered only under extenuating circumstances.

FOR RECERTIFICATION OF EFFORT, please complete the following section. This is required for *any non-exempt* labor redistribution (LR); or *exempt* labor redistribution in which the effort period has been previously certified through submission of a Grant Effort Certification (GEC) form.

Employee Name: _____ Employee ID: _____

EXEMPT Certification Period(s): ☐ Spring ☐ Summer ☐ Fall Calendar Year: _____

NON-EXEMPT Certification Period(s): Calendar Year: _____

LD	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT

FOR RECERTIFICATION OF EFFORT AND 60+ DAY COST TRANSFERS, please complete the following section. This is required for any recertification of effort and/or transfer of costs that posted to Banner more than 60 days prior to submission of the cost transfer form (JV or LR). Attach additional pages if more space is needed.

Describe the expense(s) being transferred, including why the expense(s) originally posted to incorrect funding.

Provide a justification for lateness (if over 60 days), including what is being done to prevent this from occurring again:

We certify that to the best of our knowledge and belief these expenditures benefit and should be charged to the receiving sponsored project.

Principal Investigator Date

Fiscal Officer Date

UAA Office of Sponsored Programs Date

Employee (Only For Recertification) Date