

University of California, Los Angeles
OFFICE OF CONTRACT AND GRANT ADMINISTRATION

Request for Exception to UCLA Policy 740

Principal Investigator: _____ Dept: _____

Sponsor: _____ 3. Grant/Contract No.: _____

Requisition No. (or date): _____ 5. Account/Fund No.: _____

The grant/contract identified above is scheduled to expire on: _____

An exception to the 90 day limitation on purchase of equipment,

30 day limitation on purchase of supplies,

contained on page 6 of UCLA Policy 740, is hereby requested since

a renewal award or no-fund extension is anticipated to continue the project; or

the purchase of item(s) is essential to complete the project in the final funding period.

The purchased item(s) is scheduled to be received on or before: _____

Explanation/Justification (describe specific item(s) needed and explain importance to continuation or completion of the project):

10. Person to contact for questions: Name _____ Extension _____

11. Certification:

This request is consistent with the scope and objectives of the project. In the event the anticipated award is not received or the expenditures are disallowed, I accept responsibility for covering disallowed expenditures from unrestricted sources.

12. Approvals:

A. Agency approval has been obtained, is not required.

B. OCGA Action

Approved Disapproved

Principal Investigator _____ Date _____

Contract & Grant Officer _____ Date _____

cj Principal Investigator
Department Administrator
Purchasing
Contract and Grant Accounting