

SOUTH COLLEGE

**UNRESTRICTED GRANT ROUTING SLIP**

**INTERNAL DOCUMENT**

All unrestricted grants must have the appropriate signatures as indicated below. A budget describing how the grant amount will be expended must be attached to this routing slip. *The President and/or Executive Vice President will sign only after all appropriate persons have signed.*

Grantor: \_\_\_\_\_

Purpose of Grant: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This Grant is (please check one):

New  Continuation/Renewal → Account No. \_\_\_\_\_

Signatures:

Grant Recipient \_\_\_\_\_ Date \_\_\_\_\_

Unit Head/Division Head/Chair \_\_\_\_\_ Date \_\_\_\_\_

Dean \_\_\_\_\_ Date \_\_\_\_\_

Director of Sponsored Programs \_\_\_\_\_ Date \_\_\_\_\_

Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

President and/or Executive Vice President \_\_\_\_\_ Date \_\_\_\_\_

**Upon expenditure of the grant amount, a final accounting will be prepared by the Finance/Business Office and provided to the Grant Recipient and Office of Sponsored Programs.**

**SPONSORED PROGRAMS OFFICE USE ONLY:**

Final Accounting Received Date:

\_\_\_\_\_

Notes: