

## Auxiliary for Sponsored Programs Administration Payroll Expenditure Adjustment

**NOTE: Do not leave any form fields BLANK!! Place at least one character in each field - example "X" or "0"**

### Payroll to be Moved From:








### Payroll to be Moved To:






<input type="checkbox"/> ONE TIME MOVE	<input type="checkbox"/> ONGOING MOVE - Include Labor Distribution Change Form
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Must choose one of these fields "ONE TIME MOVE" or "ONGOING MOVE"

Please fill out at least one of the MONTH AMOUNTS below.

### Months to be Adjusted (indicate amount to be moved) - Adjustment will only apply to current Fiscal Year

July	
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August	
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September	
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October	
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November	
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December	
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January	
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February	
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March	
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April	
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May	
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June	
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### Additional Information:




GRaSP Signature

If this form is for a grant / project, please submit the completed original form and required backup documents to the Office of Grants, Research, and Sponsored Programs (GRaSP) DDH D108, extension 2231.

\*For ongoing move instructions, attach with signed original and backup to the Payroll Office.

FOR PR AND GA USE ONLY:	
Corrected By	Date
PR	PR
GA	GA
Please send copy to GRaSP	

RESET FORM

CHECK AND PRINT FORM -->