

APPENDIX E: Rebudget Request Form

Approved
 Disapproved

**DUKE UNIVERSITY
 REQUEST FOR REBUDGETING OF FUNDS
 ON SUBCONTRACTS**

Senior Investigator _____ Organization _____ Date _____

Duke Subcontract No: _____ Prime Sponsor _____

Budget Period Beginning _____ Budget Period Ending _____

Was this change denied as a part of the original proposal? YES NO

BUDGET ITEM	Original Amount Per Award	*Current Category Balance	Requested Increase/(Decrease)
Salaries	_____	_____	_____
Fringe Benefits	_____	_____	_____
Equipment	_____	_____	_____
Travel - Domestic	_____	_____	_____
Travel - Foreign	_____	_____	_____
Participant Costs	_____	_____	_____
Supplies	_____	_____	_____
Publication Costs	_____	_____	_____
Consultant Services	_____	_____	_____
Computer Services	_____	_____	_____
Other	_____	_____	_____
Indirect Costs	_____	_____	_____

Intended use of rebudgeted funds/Justification for this change: (Attach additional sheet if necessary)

Why are funds no longer needed as originally budgeted:

REQUIRED ON ALL REQUESTS

FOR THE SUBCONTRACTOR:

 Senior Investigator Date Institutional Approval Date

FOR DUKE UNIVERSITY:

 Principal Investigator Date Office of Research Support Date

*The amount in this column should be the balance in that category from the most recent monthly financial Statement.