

CORRECTION OF ERROR CERTIFICATION RFAA _____
(For use with cost transfers **into** auditable Federal or Sub-Federal projects)

Describe in detail the expenditure(s) that are being transferred:

How did this expenditure benefit the project?:

How the error occurred?:

Why is the error correction is late?:

What steps are being taken to ensure that this error will not happen again?

I hereby certify that these expenditures were incurred for the goals, objectives and benefit of Account No. _____ during the period _____ to _____, and that the expenditure transfer in the amount of \$_____ from Account No. _____ to Account No. _____ correct and proper. In the event of a subsequent audit disallowance of this expense transfer for any reason, the Principal Investigator/Authorized Signer and Department Head agree to be jointly responsible for handling this expense in a manner which is consistent with UA policy.

Principal Investigator		Department Head	
Authorized Signer	Date		Date

Do Not Complete Below This Line - For Sponsored Projects Use Only

From: Account No. _____	Sponsor _____
Eff. Date _____	Term. Date _____
Balance: Before Transfer \$ _____	After Transfer \$ _____
To: Account No. _____	Sponsor _____
Eff. Date _____	Term. Date _____
Balance: Before Transfer _____	After Transfer _____

"From" Accountant		"To" Accountant	
	Date		Date

Janet M. Hornung, Director _____ Date _____
Sponsored Projects Services