COMMUNICATIONS WORKER FEE REDIRECT REQUEST

Please complete the information below to request the Communications Worker Fee be redirected from one FAU to another FAU.

Organization: ________________________________ Department: ______________________________

Reason for redirect request:

☐ Sponsor of grant/contract does not allow this type of charge. Please attach program guidelines.

☐ Other (please explain): _______________________________________________________________

Provide the complete FAU distribution for the redirect request being made (FAU NOT to be charged):

<table>
<thead>
<tr>
<th>Org</th>
<th>Activity</th>
<th>Fund</th>
<th>Function</th>
<th>Cost Center</th>
<th>Proj. Code</th>
</tr>
</thead>
</table>

Activity Name: _______________________________________________________________

Provide the complete FAU distribution for the FAU to be charged:

<table>
<thead>
<tr>
<th>Org</th>
<th>Activity</th>
<th>Fund</th>
<th>Function</th>
<th>Cost Center</th>
<th>Proj. Code</th>
</tr>
</thead>
</table>

Activity Name: _______________________________________________________________

Organization: ________________________________ Department: ______________________________

Effective Dates: Begin Date ______________________ End Date __________________________

Redirects for grants and contracts will be made for the term of the award; all other redirects will be made for a period not to exceed one year.

Obtain signatures below and forward to the Office of Research Affairs for grants or contracts or to Computing & Communications for all other requests.

Requested:

__________________________________________ Requestor/PI Date

Typed or Printed name of Requestor/PI

__________________________________________ Department CFO Date

__________________________________________ Department Chair Date

__________________________________________ Organization Vice Chancellor/Dean Date

☐ Approved ☐ Denied

Office of Research Affairs Date

Required for Grants/Contracts Only

☐ Approved ☐ Denied

Computing & Communications Date

☐ Approved ☐ Denied

Academic Planning & Budget Date

Payroll Process Date

This form can be found at: http://www.ora.ucr.edu/ORA/Forms/CWF-Redirect.pdf