Faculty of Science **Grant Amendment Approval Form**

*A revised Tri-Agency Financial and Administrative Guide came into effect on April 1, 2020 and with it a new **grant amendment form** and the requirement for **institutional approval and submission**.*
Grant holders no longer submit amendment requests directly to the agency.

To process a grant amendment request please:

1. Complete the Tri-Agency grant amendment form
2. Circulate the completed form and this approval page for department and faculty signature
3. Create an amendment EVENT on the MUN Researcher Portal on the relevant grant file
4. Upload both the completed form and approval page as attachments to the event on the portal

If you need any assistance, please contact your Grants Facilitation Officer

Date: _____ (YYYY/MM/DD)

Name: _____ Researcher Portal File Number: _____

Grant Sponsor: _____ Grant Program: _____

SIGNATURES

_____ _____
Applicant Date

_____ _____
Head of Department Date

_____ _____
Associate Dean of Science (Research & Graduate) Date