Question: What to do when Researchers leave UNM?

Objective: An Orderly Transfer of Grants

Background: Professors move around all the time and when they move they typically try to take their active grants with them and that is generally not a problem. Although the legal process does involve the sponsor making an award to the institution, in most cases, the sponsor will support moving the research award along with the PI.

Order of Notifications:

1. PI notifies departmental chair/dean/director that they are leaving.
2. PI/Departmental staff will notify OSP that PI is leaving and planned disposition of active awards.
3. OSP will notify the sponsoring agency of the upcoming move.
4. OSP will notify C&G Accounting who will determine the approximate balance of funds remaining at the time of transfer.

1. OSP will notify the sponsoring agency of the expected balance of funding.