



Boston College: Office for Sponsored Programs Information Technology Device Justification Questionnaire

PI: _____

Dept No.: _____

Project No.: _____

Device (Make/Model) and Amount:

Please write a justification to the questions below.

- 1) How will this device fulfill the aims of the award? (e.g. essential and allocable) **Note:** Purchases in the final 6 months of an award raise audit concerns and will require a more detailed justification. Purchases in the final 90 days will not be allowed unless it's under extraordinary circumstances and programmatically required.

- 2) Will this device be assigned to one or more individuals? Who?

- 3) Why are your current computer resources not adequate?

- 4) Will this device be taken off BC property? (e.g. foreign travel, home use, etc.)

PI Signature: _____ Date: _____

Office for Sponsored Programs Use Only

Approved: Yes No

Approver: _____

Reason: