



FABRICATION JUSTIFICATION

If the item being constructed meets the following conditions, please complete this form:

- Has an estimated cost of \$5,000 or more
Is freestanding and moveable
Is being built in-house (i.e., not by a non-UC entity)
Upon completion, will be placed into service for one year or longer, will remain at UC, UC will retain title, and the finished product will be a one-of-a-kind item
Is not available on the open market
Parts will be purchased from multiple vendors and/or via multiple purchase orders
Labor represents at least 20% of the cost*

Please note:

- Simply adding a few parts to an item does not make it a fabrication. Standard items that are altered or customized to make them usable on a sponsored project do not qualify as fabricated property or using/connecting multiple stand-alone items to accomplish a research project is not fabrication.
An item that is only used during development, with no intention of being used upon completion, does not make it a fabrication.
Computer clusters must be constructed by the department and all computers are required to work collaboratively toward an end result. Parts may include individual monitors and keyboards, but the predominant function of the system must support a research project and/or perform mathematical or physics calculations. Computer networks do not qualify as clusters.

- Enter the estimated completion date: _____
Enter the estimated total cost, including labor: \$ _____
Adding value to ready-made equipment? (a) If yes, enter UCI property # or purchase order# _____ or to be ordered _____, (b) If No _____
Enter the Account _____ Fund _____
To be delivered to agency Yes _____ No _____
In layperson's terms, provide a name and detailed description of the item, including its purpose. If available, please submit a diagram or photo with this completed form.

By signing below, I certify my understanding that, per policies BUS-29, ACCOUNTING MANUAL P415-32, if any of the criteria above are not met, the item will no longer be considered a fabrication, and will be subject to indirect costs.

Principal Investigator's signature: _____ Date: _____

Principal Investigator's name (printed): _____

Please scan completed form & e-mail to: hmchang@uci.edu.

*Labor with a recharge rate will be included in the item value. The actual expense for departmental labor will not be included in the equipment's value, but will be used to determine the proportion of labor costs to material costs.