



Subrecipient Commitment Form

Note: All subrecipients must complete this form when submitting a proposal to DU. It provides documents and certifications required by sponsors and it must be endorsed by the authorized official prior to proposal submission.

Subrecipient's Legal Name: _____
 Subrecipient's PI: _____
 Prime Sponsor: _____
 Place of Performance: _____
 Project Title: _____
 Performance Period Begin Date: _____ End Date: _____
 Total Requested Funds: _____
 Yes No Is cost sharing is included in the proposal budget?
 If "Yes", cost sharing sources must be included in the subrecipient's budget. Please note that an annual verification of cost share commitment will be required.

Proposal Documents

- Statement of Work (Required)
- FFATA Description (Required if federal AND statement of work is over 4,000 characters)
- Budget and Budget Justification (Required)
- Biographical Sketches for all Key Personnel
- Letter of Intent
- Other: _____

Before completing the remainder of the form, please see subrecipient determination form located [here](#).

Project Certifications

Animal Subjects: Yes No
 If "Yes", what is the status of the IACUC protocol approval? Pending Approval Approved

If Approved, please provide:
 Protocol No. _____ Approval Date: _____

If "Yes": A copy of the IACUC approval must be provided before any subagreement will be issued. Please attach or provide these documents to DU's PI as soon as they become available.

Human Subjects: Yes No
 If "Yes", what is the status of the IRB protocol approval? Pending Approval Approved

If Approved, please provide:
 Protocol No. _____ Approval Date: _____

If "Yes": A copy of the IRB approval must be provided before any subagreement will be issued. Please attach or provide these documents to DU's PI as soon as they become available.

Research Data

Yes No Will Research Data will be exchanged under this Subaward?

If "Yes", check ALL that apply:
 From the Subrecipient to DU From DU to the Subrecipient

Ethics in Research Training (applicable to projects funded by NSF)

- Not applicable because this project is not being funded by NSF.
- Subrecipient Organization/Institution hereby certifies that it will ensure that all undergraduates, graduate students, and postdoctoral researchers who will be supported by this NSF award will be trained on the oversight in the responsible and ethical conduct of research.

- Yes No Does the project include work covered by ITAR or EAR?
 Yes No Does the Subrecipient have an acceptable accounting and procurement system?
 Yes No Does the Subrecipient have adequate experience receiving similar federal awards?

- Our institution/organization is a participant in the FDP Clearinghouse and certifies the remaining requested information is current and available through the FDP clearinghouse online system.

If applicable, skip to Institutional Approvals.

Additional Certifications

Facilities & Administrative Rates included in this proposal have been calculated based on the following:

- Our federally recognized negotiated F&A rates for this type of work. If this box is checked, a copy of your F&A rate agreement *must* be provided.
 A reduced F&A rate dictated by the prime sponsor that we hereby agree to accept.
 Rate: _____ Base Type: _____
 Not applicable (No indirect costs are requested by Subrecipient).

Fringe Benefit Rates included in this proposal have been calculated based on the following:

- Rates are consistent with our Federally negotiated rates. If this box is checked, a copy of your Federal fringe benefit rate agreement *must* be provided.
 Other rates as specified in Comments section at the end of the form (please specify the basis on which the rate has been calculated in the comments section of this form).

Conflict of Interest

- Subrecipient Organization/Institution certifies that it has an active and enforced conflict of interest policy that is consistent with the provision of 42 CFR Part 50, Subpart F “Responsibility of Applicants for Promoting Objectivity in Research.” Subrecipient also certifies that, to the best of Institution’s knowledge, (1) all financial disclosures have been made related to the activities that may be funded by or through a resulting agreement, and required by its conflict of interest policy; and, (2) all identified conflicts of interest have or will have been satisfactorily managed, reduced or eliminated in accordance with subrecipient’s conflict of interest policy prior to the expenditures of any funds under any resultant agreement.
 Subrecipient does not have an active and/or enforced conflict of interest policy and agrees to abide by DU’s policy.

Audit Status

- Yes No Was the subrecipient required to conduct an annual audit in accordance with the Single Audit Act or Uniform Guidance Subpart F, Audit Requirements for the most recent Audit year?

If “Yes”, A complete copy of subrecipient's most recent audit report, or the Internet URL link to a complete copy, must be furnished to ORSP before a subaward will be issued.

- Yes No Were there any audit findings reported?

If “Yes”, please provide a certificate of compliance and/or management plan.

Debarment, Suspension, Proposed Debarment

- Yes No Is the PI or any other employee or student participating in this project, debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities?

If “Yes”, please explain in Comment Section at the end of the form.

Note: Subawards to any entity or individual included in the Federal Excluded Parties are prohibited.

If “No”, the Organization Certifies they (answer all questions below):

- are are not presently debarred, suspended, proposed for debarment, or declared ineligible for award of federal contracts.
 are are not presently indicted for, or otherwise criminally or civilly charged by a government agency.
 have have not within three (3) years preceding this offer, been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining , attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or

commissions of contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements or receiving stolen property.

have have not within 3 years preceding this offer, had one or more contracts terminated for default by any federal agency.

SAM Registration

Yes No Is subrecipient currently registered in Central Contractor Registration via SAM? (www.sam.gov)

If “No”, organizations that have not registered with CCR will need to obtain a DUNS number first and then access the CCR online registration through the SAM (System for Award Management) home page at <https://www.sam.gov> (U.S. organizations will also need to provide an Employer Identification Number from the Internal Revenue Service that may take an additional 2-5 weeks to become active). Completing and submitting the registration takes approximately one hour to complete and your CCR registration may take 3-5 business days to process. Subrecipient *must* maintain current CCR information in SAM.

Subrecipient EIN Number: _____ Subrecipient DUNS Number: _____

Comments:

Institutional Approval

The information, certifications and representations above have been read, signed and made by an authorized official of the Subrecipient named herein. The appropriate programmatic and administrative personnel involved in this application are award of agency policy in regard to subagreements and are prepared to establish the necessary inter-institutional agreements consistent with those policies. Any work begun and/or expenses incurred prior to execution of a subagreement are at the Subrecipient’s own risk.

Signature of Subrecipient’s Authorized Official _____

Name and Title of Authorized Official (Print) _____

Date _____ Email _____