

University of New Hampshire
Sponsored Programs Administration
SUBRECIPIENT COMMITMENT FORM

All subrecipients should complete this form when submitting a proposal to UNH. It provides a checklist of documents and certifications required by sponsors, as well as an area for the authorized institutional representative to sign.

SUBRECIPIENT'S LEGAL NAME:

SUBRECIPIENT'S PI:

UNH's PI:

PRIME SPONSOR:

SUBRECIPIENT'S PERFORMANCE PERIOD:

BEGIN:

END:

TOTAL FUNDS REQUESTED:

SUBRECIPIENT'S EIN:

SECTION A – Proposal Documents

The following documents are included in our subaward proposal submission and covered by the certifications below:

STATEMENT OF WORK (Required)

BUDGET AND BUDGET JUSTIFICATION (required)

CONTACTS – Attachment 3B (required) form 3B available at: http://sites.nationalacademies.org/PGA/fdp/PGA_056020

Small/Small Disadvantaged Business Subcontracting Plan, in agency required format
(required for proposals for federal **contracts** over \$550,000)

Certification of Current Cost of Pricing Data (required for proposals for all federal **contracts**)

SECTION B – Certifications

1. **Facilities and Administrative Rates** included in this proposal have been calculated based on:

Our federally-negotiated F&A rates for this type of work, or a reduced F&A rate that we hereby agree to accept. (If this box is checked, a copy of your F&A rate agreement must be furnished to UNH via hard copy, website, or email before a subaward will be issued.)

Other rates (please specify the basis on which the rate has been calculated in Section E Comments below)

Not applicable (no indirect cost request for subrecipient)

2. **Fringe Benefit Rates** included in this proposal have been calculated based on:

Rates consistent with or lower than our federally-negotiated rates (if this box is checked, a copy of your Fringe Benefit rate agreement must be furnished to UNH before a subaward will be issued)

Other rates (please specify the basis on which the rate has been calculated in Section E Comments below)

3. **Human Subjects** Yes No

(If "Yes": Copies of the IRB approval and approved "Informed Consent" form must be provided before any subaward will be issued. Please forward these documents to UNH's PI as soon as they become available. This is required before any subaward will be issued.) **Note: All key personnel engaged in human subject research must take the NIH human subjects training or human subject research training (http://grants.nih.gov/grants/policy/hs_educ_faq.htm)**

If "Yes" and NIH funding is involved: Have all key personnel involved completed Human Subjects Training?

Yes

No

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SECTION C – Audit Status

1. **A-133 Audit Status** <http://www.whitehouse.gov/omb/circulars/a133/a133.html>

Subrecipient DOES receive an annual audit in accordance with OMB Circular A-133.

Most recent fiscal year completed:

Were there any audit findings reported? Yes No (If "Yes," explain in Section E, *Comments*, below)

Note: A complete copy of subrecipient's most recent audit report or the Internet URL link to a complete copy, must be furnished to UNH before a subaward will be issued. URL:

Subrecipient DOES NOT receive an annual audit in accordance with OMB Circular A-133.

Subrecipient is a: Non-profit entity (under federal funding threshold)
 Foreign entity
 For-profit entity
 Government entity

Note: If a subrecipient does not receive an A-133 audit, UNH will require the entity to complete an Audit Certification and Financial Status Questionnaire and may require a limited scope audit, before a subaward will be issued.

Section D – Comments

APPROVED FOR SUBRECIPIENT: 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 aware of agency policy in regard to subawards 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 subaward agreement are at the subrecipient's own risk.

Signature of Subrecipient's Authorized Official Date

Type or print name and title of Authorized Official

Phone

Email

Date