

SUBCONTRACT PROPOSAL FACE PAGE

This form **DOES NOT** constitute a contract. All subrecipients/subcontractors must complete this form when participating in a sponsored project with Downstate.

Pass-through Entity (PTE)/Prime Institution

The Research Foundation for the State University of New York on Behalf of Downstate Health Sciences University

PTE/ Prime PD/PI: _____

Prime Sponsor: _____

Project Title: _____

SUBRECIPIENT INFORMATION

Legal Name: _____

Subrecipient a member of the [FDP Expanded Clearinghouse](#) ☐ Y ☐ N Member of the [FCOI Clearinghouse](#) ☐ Y ☐ N

Subrecipient a non-US/Foreign Entity? ☐ Y ☐ N

Subrecipient PI: _____

Place of Performance: _____

Unique Entity ID: _____ EIN: _____ Performance Site Congressional District : _____

Project Period: _____ to _____

Total Direct Costs: _____ Total Indirect Costs: _____ Total Project Costs: _____

PROPOSAL DOCUMENTS

☐ Scope of Work

☐ Budget and Budget Justification

☐ Biographical Sketches

☐ Current and Pending (other) support (If required)

☐ Federally Negotiated Rate Agreement

☐ Letter of Support

☐ Facilities and Resources

☐ Other: _____

☐ Other: _____

The Subrecipient activities include:

☐ Human subjects

☐ Vertebrate Animals

☐ Recombinant DNA

☐ Stem Cells

Subrecipient AOR- This form must be signed by the subrecipient's authorized official/institutional representative (AOR), or individual with the legal authority to sign on behalf of the subrecipient.

If the Prime Awarding Sponsor is the National Institutes of Health, we, the subrecipient organization, agree to abide by all requirements of the NIH Final Updated Policy Guidance for Subaward/Consortium Written Agreements ([NOT-OD-23-182](#)). Non-U.S. entities will be required to provide access to copies of all lab notebooks, all data, and all documentation that supports the research outcomes as described in the progress report, to the primary recipient with a frequency of no less than once per year, in alignment with the timing requirements for Research Performance Progress Report (RPPR) submission. Such access may be entirely electronic.

By signing below, I certify that the appropriate programmatic and administrative personnel involved in this application are aware of all sponsor policies regarding 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.

Name and Title of the Subrecipient's AOR

Email

Signature of the AOR

Date