



Oklahoma State University  
Vice President for Research  
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### SUBRECIPIENT COMMITMENT FORM

*OSU should complete this form and provide to prime recipient.*

*It provides a checklist of documents and certifications required by the prime sponsor(s), as well as an area for the authorized organizational representative to sign.*

#### TO BE COMPLETED BY PRIME RECIPIENT:

Institution: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Sponsored Programs Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Proposal Title: \_\_\_\_\_

Prime Sponsor: \_\_\_\_\_

Funding Opportunity Number: \_\_\_\_\_

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#### TO BE COMPLETED BY OSU:

Sponsored Programs Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

OSU Total Funds Requested: \_\_\_\_\_

OSU Performance Period Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_

DUNS Number: \_\_\_\_\_ EIN: \_\_\_\_\_

Congressional District: \_\_\_\_\_

#### Proposal Documents Requested:

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

- |  |   |
|--|---|
| <input type="checkbox"/> Statement of Work                   | <input type="checkbox"/> Budget and Justification |
| <input type="checkbox"/> Grants.gov R&R Subaward Budget Form | <input type="checkbox"/> Other _____              |

**Certifications:**

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

- Agency required rate limitation of \_\_\_\_\_
- Our federally negotiated F&A rate of \_\_\_\_\_
- Other (please explain) \_\_\_\_\_
- Not applicable. Subrecipient is not requesting F&A costs.

**Matching provided:**

- No matching required for this program.
- Matching provided in the amount of \$\_\_\_\_\_, which is greater than or equal to the ratio required by the sponsor.
- Matching provided in the amount of \$\_\_\_\_\_, which is less than the ratio required by the sponsor. Explain: \_\_\_\_\_

**Human Subjects:**

- No
- Yes. Copies of IRB approval and other required documents will be provided upon funding notification and before execution of any subaward.

**Animal Subjects:**

- No
- Yes. Copies of IACUC approval and other required documents will be provided upon funding notification and before execution of any subaward.

**Financial Conflict of Interest:**

- Not applicable because this project is not research.
- For research projects: Project is funded by PHS (NIH):  No  Yes.  
OSU hereby certifies that it has an active and enforced conflict of interest policy that is consistent with sponsoring agency regulations and that, to the best of the Institution's knowledge, all financial disclosures related to the activities that may be funded by or through a resulting agreement have been made, and, if necessary, a management plan has been implemented.

**Comments:**

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**Authorization:**

The information and certifications have been read, made, and signed by an authorized organization representative of the subrecipient named herein. The appropriate programmatic and administrative personnel of the subrecipient are aware of the funding agency's grant policy and are prepared to establish the necessary inter-institutional agreements consistent with that policy.

Any work begun and/or expenses incurred prior to execution of a subaward agreement are at the subrecipient's own risk.

\_\_\_\_\_  
Signature of AOR

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of AOR

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Email