

Subrecipient Commitment Form

UNIVERSITY OF MONTANA PROJECT INFORMATION	
UM PI	
Prime Sponsor	

SUBRECIPIENT INFORMATION					
Subrecipient Entity Name <small>(must match SAM.gov)</small>					
FDP Expanded Clearinghouse Profile URL					
<i>If you are uncertain whether or not your organization is in the FDP Expanded Clearinghouse, search here: https://fdpclearinghouse.org/organizations</i>					
Subrecipient PI Name					
PI Phone		PI Email			
Place of Performance Address					
Zip Code + 4 Or Postal Code		Place of Performance Congressional District			
Budget Information					
Total Funds Requested		Direct Costs			
F&A (IDC) Requested		F&A Rate	%	Base	
Budget includes		Cost Share	Program Income		
Required Documents <small>(Please note, in the event any of the documents listed below are not provided at PreAward, they will be required prior to issuance of the subaward)</small>					
Subaward Scope of Work					
Subaward Budget in EXCEL format (required)					
Subaward Budget Justification					
Subrecipient Contacts					
Administrative/PreAward					
Phone		E-mail			
Authorized Official					
Phone		E-mail			
Subrecipient Compliance					
	Yes/No	Approval Date or Pending		Yes/No	Approval Date or Pending
Human Subjects			Vertebrate Animals		
Stem Cells			Recombinant DNA		
Select Agents			HIPAA/PHI		

Highest Compensated Officers	
<p>The names and total compensation of the five most highly compensated officers of the subrecipient entity must be listed if:</p> <ul style="list-style-type: none"> the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in Federal awards; and \$25,000,000 or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Internal Revenue Code of 1986. 	
<p>Subrecipient meets the qualifications above and must report highest compensated officers: If yes, please list officers below</p>	
Yes/No	
Officer Name	Compensation
1.	
2.	
3.	
4.	
5.	

In signing below and offering to participate in this research program, the Subrecipient Institution certifies that neither they nor their principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from receiving funds from any federal department or agency and are not delinquent on any federal debt; they are in compliance with the Drug Free Workplace Act of 1988; they are in compliance with U.S. Code, Section 1352, restrictions on the use of federal funds for the purpose of lobbying; they have filed annually with the Office of Scientific Integrity a PHS form 6349 governing Misconduct in Science; they have filed with DHHS compliance offices certification forms governing Civil Rights

(441), Handicapped Individuals (641), Sex Discrimination (639-A), and Age Discrimination (680); they are in compliance with PHS policy governing Program Income; they have established policies in compliance with 45 CFR Part 46, Subpart A (protection of human subjects); the Animal Welfare Act (PL-89-544 as amended) and the Health Research Exchange Act of 1985 (Public Law 99-158); and that they are in compliance with NIH guidelines regarding human pluripotent stem cell research, transplantation of fetal tissue, recombinant DNA and human gene transfer research, and inclusion of women, children & minorities in research.

This proposal has been reviewed and approved by the appropriate official(s) of Subrecipient and certified to its accuracy and completeness. The appropriate programmatic and administrative personnel of Subrecipient involved in this application are aware of the prime awarding agency's policies, agree to accept the obligation to comply with award terms, conditions, and certifications, and is prepared to establish the necessary inter-institutional agreement consistent with that policy. Any terms or rates included in the proposal described herein are not binding upon the Pass-Through Entity. All terms and conditions between the parties will be outlined in a separate formal Agreement.

Signature

Date

Printed name and title

Subrecipient Information Continued (not required for entities with an FDP Expanded Clearinghouse Profile)

Subrecipient Institutional Information/SAM Registration			
Subrecipient EIN/TIN (9 digit)			
Subrecipient UEI		SAM Registration Expiration Date	
<p>All subrecipients <i>must</i> maintain active registration in SAM in order to receive subaward funds. Subrecipients not actively registered must follow the process to register or update registration.</p> <p>SAM registration is FREE of charge. Beware of any organization that charges for assisting with SAM registration. More information regarding SAM registration can be found at the end of this document or at the website, SAM.gov.</p> <p>Completing SAM registration can be time consuming. Organizations not already registered in SAM are strongly encouraged to begin the process as soon as possible to avoid delays.</p>			

Subrecipient Audit Status			
<p><i>Note: Before a subaward can be issued, subrecipients must provide a complete copy of their most recent audit/tax documents, such as their audit report, audited financial statements, corporate tax return, 990 tax return, Profit Loss Statement, Schedule C, other tax return or appropriate tax or audit documents. Please indicate below which type of audit/tax documentation will be provided.</i></p>			
Was 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?			Yes/No
Year (calendar or fiscal) of most recent available audit or taxes (i.e. 2021)		Audit or taxes are attached	
If available online, audit or taxes can be found at		The Federal Audit Clearinghouse	
OR at Web address			
Subrecipient acknowledges that audit or tax information must be provided on an annual basis for a time period encompassing the full period of performance of the subaward.			

Facilities and Administration (F&A) costs information (aka Indirect Costs/IDC)			
Does Subrecipient have a Federally Negotiated Rate Agreement?			
F&A Rate Agreement is			
The F&A Rate included in this proposal is based on (please check one):			
Subrecipient's Federally Negotiated Rate Agreement (attached or linked above)			
10% de minimis rate		0%/No F&A Recovery is requested	
Other rate (please explain below)			

Ethics in Research Training
<p>If prime funding is NSF, NIH, or NIFA, Subrecipient organization/institution hereby certifies that it will ensure that all undergraduates, graduate students, and postdoctoral researchers who will be supported by this proposal will be trained on the oversight in the responsible and ethical conduct of research.</p>

Debarment, Suspension, Propose 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 attach explanation.	
If No, Subrecipient Certifies that it: (answer all questions below)	
Is/Is not or Has/Has not	
	presently debarred, suspended, proposed for debarment or declared ineligible for award of federal contracts.
	presently indicted for, or otherwise criminally or civilly charged by a government agency.
	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
	within 3 years preceding this offer, had one or more contracts terminated for default by any federal agency.

Financial Conflict of Interest (Check one)	
or	Subrecipient organization/institution hereby certifies that it has an active and enforced policy on conflict of interest consistent with federal requirements (NSF PAPP Guide Chapter IV.A. and NIH 42 CFR Part 50 Subpart F).
	Subrecipient does not have an active and/or enforced conflict of interest policy and hereby agrees to abide by UM's policy, here: http://www.umt.edu/policies/browse/personnel/conflict-of-interest-financial-disclosure

Invoice Requirements	
At a minimum, subrecipient invoices shall include current and cumulative costs in accordance with the subaward budget, which will be included with the Subaward Agreement as Attachment 5, including cost sharing, subaward number, and certification, as required in 2 CFR 200.415	
UM is happy to provide an invoice template, prepared in accordance with the subaward budget, to any subrecipient who may find it useful.	
	Subrecipient would like a UM Invoice Template included with the executed subaward. (Check box)

Subrecipient Verification

Before submitting a subaward proposal, the subrecipient must verify that it fits the characteristics of a subrecipient, rather than those of a procurement contractor/vendor. The following chart outlines the differences.

Check all that Apply

Subrecipient		Procurement Contractor/Vendor (contracted service)	
	Performance represents an intellectually significant portion of the overall programmatic effort and is measured against the objectives of the sponsored program as defined in the prime scope of work		Provides goods or services that are necessary to the operation defined in the prime scope of work.
	Will use the funds to carry out a program for a public purpose, as opposed to providing goods or services for the benefit of the University of Montana.		Provides the goods or services purchased with the contract funds as a part of normal business operations.
	Is responsible for adhering to applicable sponsor requirements specified in the prime award terms		Provides similar goods or services to many different purchasers.
	There is an identified principal investigator for the subrecipient who has responsibility for making programmatic decisions.		Is not subject to the compliance requirements of the prime sponsor as a result of the agreement with UM.
			Normally operates in a competitive environment.
Yes/No			
		For the purpose of this proposal, my organization is properly categorized as a subrecipient as described above. If "No," please contact the UM PI about procuring your organization's products and services via contracted services.	