

SPONSORED PROGRAMS SUB AWARD INFORMATION SHEET

Instructions: Please fill out this form completely, and FAX it to: (434) 797-3543 for each sub recipient institution where there is a sub award being issued.
Please direct all questions to 7-1226.

UTAH STATE UNIVERSITY PROJECT INFORMATION:	
USU Grant Code Number for Prime Award: _____	SARE / IOT Project #: _____
USU Principal Investigator Name: _____	
<input type="checkbox"/> New Sub Award OR <input type="checkbox"/> Amendment to: _____ (Describe Amendment below)	
If Amendment, please provide a description: _____ _____	

SUB RECIPIENT INFORMATION:	
Sub Award Recipient Institution (Legal Name): _____	
City: _____	
State: _____	
Zip: _____	
Sub Award Recipient PI or Project Director: _____	
<i>Sub Award Recipient's Office of Sponsored Projects - OSP - or equivalent:</i>	
<i>Administrative Contact:</i> _____ <i>(Person authorized to sign for Sub Award Institution)</i>	
<i>Address:</i> _____	
<i>City:</i> _____	
<i>State:</i> _____	
<i>Zip:</i> _____	
<i>Phone Number:</i> _____	
<i>Fax:</i> _____	
<i>Email:</i> _____	
This Sub Award will be: Fixed Price Cost Reimbursable	
Index Number to charge Sub Award: _____	
Budget Period <i>From:</i> _____ <i>To:</i> _____	
Sub Award amount for this Budget Period: \$ _____ <i>(Please attach a copy of the sub award recipient budget corresponding to this allotment)</i>	
Sub Award required match amount for this Budget Period: \$ _____ <i>(Please be sure any match required from sub award recipient is identified in their budget)</i>	
Work Scope: <i>(Please attach a copy of the subcontractor scope of work)</i>	
Proposal/Letter of Intent: <i>(Please attach a copy of Sub Recipient Proposal or Letter of Intent)</i>	

TECHNICAL REPORTS:			
Technical Reports: Are Technical Reports Standard? (written every year) in what form reports should be submitted:	Yes:	No:	If no, the USU Principal Investigator must explain how frequently, and

Vertebrate Animals: Does the research involve live, vertebrate animals? Yes: No:

Human Subjects: Does the research involve Human Subjects? Yes: No:

Recombinant DNA: Does the research involve the use of Recombinant DNA? Yes: No:

Principal Investigator Signature

Date: