

Stockton University requires completion of the Subrecipient Commitment Form for all proposed subrecipients at the time of proposal submission to the prime sponsor. Subrecipient agreements cannot be fully executed without a complete and up-to-date form. If you have any questions regarding the completion of the Subrecipient Commitment Form, please contact Stockton University's Office of Research and Sponsored Programs (ORSP) at grants@stockton.edu

The subrecipient's budget, budget justification, scope of work (SOW) and statement of intent are required to the ORSP five (5) business days before sponsor deadline.

PRIME - Stockton University Information

Stockton Principal Investigator	Stockton Project Period of Performance
Prime Sponsor	
Project Title	

SUBRECIPIENT - Information

Legal Name and Address (as listed in SAM.gov)		Subrecipient Requested Amount	
Zip (+4)	Congressional District	DUNS Number	EIN
Type of Organization	Subrecipient Project Period of Performance	Subrecipient Principal Investigator	

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

Required Documents	As Applicable Per Sponsor Requirements
<input type="checkbox"/> Statement of Work (SOW)	<input type="checkbox"/> Biosketch
<input type="checkbox"/> Budget	<input type="checkbox"/> Other Support Required
<input type="checkbox"/> Budget Justification	<input type="checkbox"/> Other Documents
<input type="checkbox"/> Statement of Intent	Specify:

COMPLIANCE INFORMATION - Our scope of work includes:

<input type="checkbox"/> Human Subjects	Approval Date:	<input type="checkbox"/> Pending	<input type="checkbox"/> IRB Approval Attached
*If human subjects are involved, have all Key Personnel completed Human Subjects Training? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<input type="checkbox"/> Animal Subjects	Approval Date:	<input type="checkbox"/> Pending	<input type="checkbox"/> IACUC Approval Attached
<input type="checkbox"/> Other	Approval Date:	<input type="checkbox"/> Pending	<input type="checkbox"/> Approval Attached

Subrecipient's IRB and/or IACUC approval must be provided to Stockton University's Office of Research and Sponsored Programs, when available, before a subaward will be issued. Please forward these documents as soon as they become available.

If your organization does not have approval, attach an explanation on how your organization will comply with all U.S. federal regulations and policies for the protection of human and animal subjects.

BUDGET INFORMATION - Facilities and Administrative (F&A) Rates

We have applied rates consistent with or lower than our federally-negotiated rates. Our negotiated rate agreement is: _____
 F&A Rate Agreement Attached Available at (enter website): _____

We do not have a federally-negotiated F&A rate, but have applied:
 A 10% de minimus rate (the 10% rate will apply to subsequent subawards to your institution form Stockton until you elect to negotiate an F&A rate).

We have applied other rates as required by the prime sponsor policies/guidelines. (Note: NIH foreign/international organizations rate is 8% of MTDC.)

Fringe Benefits Rate

We have applied rates consistent with or lower than our federally-negotiated rates. Our negotiated rate agreement is: _____
 Fringe Rate Agreement Attached Available at (enter website): _____

We do not have a federally-negotiated fringe benefit rate and have applied actual fringe benefits (specify the benefit categories in the Comments)

We have applied other rates (specify the basis on which rates have been calculated, including elements used in calculation, in the Comments)

Cost Sharing

<input type="checkbox"/> Yes <input type="checkbox"/> No	Subrecipient Cost Amount Contributed: _____ Cost sharing amounts and justification should be included in the subrecipient's budget and justification.
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CERTIFICATIONS - Conflict of Interest (COI). Select One:

- Not applicable because this project is not being funded by PHS (NIH, CDC, AHRQ, etc.) or any other sponsor that has adopted the financial disclosure requirements (NSF, etc.)
- Subrecipient Organization/Institution certifies that it has an active and enforced conflict of interest policy that is consistent with the provision of 42 CFR Part 50, Subpart F "Responsibility of Applicants for Promoting Objectivity in Research" and 45 CFR Part 94 "Responsible Prospective Contractors." Subrecipient also certifies that, to the best of the Institution's knowledge, (1) all financial disclosures will be made related to the activities that may be funded by or through a resulting agreement, and required by its conflict of interest policy, and (2) all identified conflicts of interest have or will have been satisfactorily managed, reduced or eliminated in accordance with subrecipient's conflict of interest policy prior to the expenditures of any funds under any resultant agreement and within a timely manner sufficient to enable timely FCOI reporting.
- Subrecipient does not have an active and/or enforced COI policy, but will have a PHS compliant policy in place and published at the time of award.

By signing below, subrecipient certifies that the required training will be completed by each investigator prior to engaging in any research related to any PHS funding.

Debarment and Suspension. Answer all:

- Subrecipient, the PI, or any other employee or student participating in this project ___ are*/ ___ are not debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from or ineligible for participation in federal assistance programs, federal contracts, or activities.
- Subrecipient, the PI, or any other employee or student participating in this project ___ are*/ ___ are not presently indicted for, or otherwise criminally or civilly charged by a government entity.
- Subrecipient ___ has*/ ___ has not within the last three (3) years preceding this offer, been convicted of or had a civil judgement 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 commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
- Subrecipient ___ has*/ ___ has not within the last three (3) years preceding this offer, had any contract terminated for default by any federal agency.

*If checked, explain below in Comments.

Required Institutional Systems

___ Yes ___ No Does the subrecipient have a self-balancing set of accounts recording cash and other financial resources which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations?

___ Yes ___ No Does the subrecipient have a procurement system which can record and segregate goods and services for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations?

COMMENTS

SIGNATURE - Approved for Subrecipient

The information, certifications, and representations above have been read, signed, and made by an authorized institutional official of the subrecipient. The appropriate programmatic and administrative personnel involved in this application are aware of agency policy regarding subawards and are prepared to establish the necessary inter-institutional agreements consistent with those policies. The subrecipient institution has the ultimate responsibility for informing Stockton University of any changes to the information captured above. **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 Subrecipient Authorized Official	Email	Phone
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Signature of Authorized Official