

## SUBRECIPIENT COMMITMENT FORM

SUBRECIPIENT'S LEGAL NAME: \_\_\_\_\_

SUBRECIPIENT'S PI: \_\_\_\_\_

PROPOSAL ENTITLED: \_\_\_\_\_

SUBRECIPIENT'S TOTAL FUNDS REQUESTED: \_\_\_\_\_

PERFORMANCE PERIOD: BEGINS: \_\_\_\_\_ ENDS: \_\_\_\_\_

### SECTION A – Proposal Documents

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

**STATEMENT OF WORK** (required)

**BUDGET AND BUDGET JUSTIFICATION** (required)

### SECTION B – Certifications

1. **Facilities and Administrative Rates** included in this proposal have been calculated based on:

Our federally-negotiated F&A rates for this type of work, or a reduced F&A rate that we hereby agree to accept. **(If this box is checked, a copy of your F&A rate agreement must be furnished to Michigan Tech via hard copy, website, or email before a subaward will be issued.)**

Other rates (please specify the basis on which the rate has been calculated and attach per Section D below).

Not applicable (no indirect cost requested for subrecipient).

2. **Fringe Benefit Rates** included in the proposal:

Are consistent with or lower than our federally negotiated rate agreement.

Are based on other rates (please specify the basis on which the rate has been calculated and attach per Section D below).

3. **Human Subjects**                      **Yes**                      **No**                      **Exempt**  
(Copies of the IRB determination letter and approved "Informed Consent" form must be provided before any subaward will be issued. Please forward these documents to Michigan Tech's Integrity & Compliance Office, ph. 906-487-2902/fax 906-487-2245).

4. **Animal Subjects**                      **Yes**                      **No**                      **Exempt**  
(Copies of the IACUC determination letter must be provided before any subaward will be issued. Please forward these documents to Michigan Tech's Integrity & Compliance Office, ph. 906-487-2902/fax 906-487-2245).

5. **Conflict of Interest**

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." Subrecipient also certifies that, to the best of Institution's knowledge, (1) all financial disclosures have been 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.

Subrecipient does not have an active and/or enforced conflict of interest policy and agrees to abide by Michigan Tech's located online at <http://www.admin.mtu.edu/admin/boc/policy/ch3/ch3p13.htm>.

6. **Cost Sharing/Matching**      **Yes**      **No**      **In-Kind**      **Yes**      **No**  
(Cost sharing, Matching, and/or In-Kind amounts and justification should be included in the subrecipient's budget).

7. **Certification Regarding Debarment and Suspension**  
Subrecipient participant certifies that it and the principals:      **Are**      **Are Not**  
  
presently debarred and suspended, proposed for debarment, declared ineligible, or voluntary excluded from participation in any federal department or agency. Subawards to any entity or individual included in the Federal Excluded Parties List are prohibited.

**SECTION C – Audit Status**

8. **A-133 Audit Status <http://www.whitehouse.gov/omb/circulars/a133/a133.html>**

Subrecipient receives an annual audit in accordance with OMB Circular A-133.  
Most recent fiscal year completed: FY \_\_\_\_\_

Yes      No      Were any audit findings reported? (If "Yes," explain)

**Note: A complete copy of subrecipient's most recent audit report or the Internet URL link to a complete copy must be furnished to Michigan Tech before a subaward will be issued.**

Subrecipient DOES NOT receive an annual audit in accordance with OMB Circular A-133.

- Subrecipient is a:
- Non-profit entity (under under federal funding threshold)
  - Foreign entity
  - For profit entity
  - Government entity

**SECTION D - Instructions**

Please complete this form, attach all required proposal documents and certifications and submit to the address/fax noted above. These documents must be received by Michigan Tech prior to proposal submission to the sponsor.

**APPROVED FOR SUBRECIPIENT:**

The information, certifications and representations above have been read, signed and made by an authorized official of the subrecipient named here in. The appropriate programmatic and administrative personnel involved in the application are aware of agency policy in regard to 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 the subaward agreement are at the subrecipient's own risk.

\_\_\_\_\_  
(Signature of Subrecipient's Authorized Official)

\_\_\_\_\_

\_\_\_\_\_  
(Address)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Type or Print name and title of Authorized Official)

\_\_\_\_\_  
(City, State, Zip)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Phone)      (Fax)

\_\_\_\_\_  
Subrecipient's Employer Identification Number (EIN)

\_\_\_\_\_  
(Email)

\_\_\_\_\_  
Subrecipient's DUNS Number