



OFFICE OF RESEARCH

WEBSITE: WWW.UMES.EDU/OSRP

SUBRECIPIENT COMMITMENT FORM (BUSINESSES/CONSULTANTS)

Date: _____

UMES INFORMATION

Principal Investigator: _____

Proposal Title: _____

Prime Sponsor: _____

Period of Performance: _____

SUBRECIPIENT INFORMATION

Subrecipient Business Name: _____

Administrative Contact/Consultant: _____

Proposal Title: _____

Place of Performance: _____

Mailing Address for Business: _____

Website Address for Business: _____

Phone: _____ Fax: _____ Email: _____

PROPOSAL DOCUMENTS

The following documents must be included in Subrecipient's subaward proposal submission:

- Statement of work
- Budget and Budget Justification (If multi-year subaward, then Budget is to include entire length of project, broken down by year)
- Key Personnel CV
- Letter of support/commitment
- OTHER: _____



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SPECIAL REVIEW AND CERTIFICATIONS

REGULATORY APPROVALS (Questions 1-2)

1. Debarment, Suspension, Proposed Debarment

Yes No Is authorized official, administrative contact, consultant or any other employee or student participating in this project debarred, suspended or otherwise excluded from or ineligible for participation in Federal assistance?

Subrecipient certifies that they: **(answer all questions below)**

Are Are Not Presently debarred, suspended, proposed for debarment, or ineligible for award of Federal Contracts

Are Are Not Presently indicted for, or otherwise criminally or civilly charged by a governmental entity.

Have Have Not Within three (3) year 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 and/or theft

Have Have Not Within three (3) years preceding this offer, had one or More contracts terminated for default by any Federal Agency. If you have, please provide an explanation.



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2. Fiscal Responsibility

Subrecipient certifies that its financial system is in accordance with generally accepted accounting principles and:

There are no outstanding audit findings which would impact contract costs. If there are findings, submit a copy of the most recent report that describes the finding and steps to be taken to correct the finding.

Please attach most recent year W-9 form (completed & signed)

Please attach a copy of your business license/LLC license

Yes No Does subrecipient have any outstanding debt with the Federal Government?

Yes No Has subrecipient filed bankruptcy within the last 7 years?

AUTHORIZED SIGNATURE

APPROVED FOR SUBRECIPIENT: The information, certifications, and representations above have been read, signed, and made by an authorized official of the subrecipient named herein. The appropriate programmatic and administrative personnel involved in this application are aware of agency policy in regards to subawards and are prepared to establish the necessary inter-institutional agreements consistent with those policies should an aware be made. Any work begun and/or expenses incurred prior to execution of a subaward agreement are at the subrecipient's own risk.

Signature of Subrecipient's Authorized Official

Date

Printed Name and title of Authorized Official

Telephone Number

Email