



## FDP Participant – Subrecipient Commitment Form

All Subrecipients who anticipate funding under a federal or non-federal award must complete this form when participating as a Subrecipient in a proposal submitted by Utah State University. This form provides a checklist of documents and certifications required by the Prime Sponsors and must be endorsed by the Subrecipient's Authorized Organizational Representative (AOR) prior to submission. Be sure to include all relevant attachments. **Links to USU webpages are included to provide clarification but do not replace your own Institutions policies and procedures.**

Utah State University Information <i>(To be completed by USU Department)</i>										
USU PI						Kuali Proposal #				
Prime Sponsor										
Project Title										
Required Documents <i>(To be completed by USU Department)</i>										
<i>The following checked documents are REQUIRED to be submitted with your proposal and are covered by the Certifications below:</i>										
	<a href="#">Scope of Work</a>		Detailed Budget		Budget Justification					
	Key Personnel Biosketches		Current & Pending & Other Support		Facilities & Other Resources					
	Completed/Signed Subrecipient Commitment Form		Letter of Commitment (Signed by Subrecipient's AOR)		Federally Negotiated Indirect Cost Rate Agreement (NICRA)					
	<a href="#">Third-Party Cost Share Commitment Form</a>		Small Business Subcontracting Plan <i>(Applicable only to contracts governed by the FAR and expected to exceed \$900,000, in accordance with FAR 19.702 &amp; 19.704)</i>							
Subrecipient Institution Information										
<i>(The remaining sections are to be completed by the Subrecipient)</i>										
Member/Participant of <a href="#">FDP Expanded Clearinghouse</a> <i>(If No, please complete the alternate Subrecipient Commitment Form for Non-FDP Expanded Clearinghouse Participants)</i>							Yes	No		
Institution						UEI				
FDP Expanded Clearinghouse URL						EIN				
PI Name				eRA Commons ID (if applicable)						
PI Email				PI Phone						
Project Start Date				Project End Date						
Performance Site Address				Performance Site Congressional District						
Direct Costs		F&A Costs		Total Costs		F&A Rate %		MTDC/TDC		
Subrecipient Contacts										
Administrative						Email				
Title						Phone				
Authorized Official						Email				
Title						Phone				



Subrecipient scope of work includes the following: <i>(Check all that apply)</i>				
	YES		YES	YES
<a href="#">Human Subjects</a>		<a href="#">Vertebrate Animals</a>		<a href="#">Anticipated CUI and/or CMMC</a>
Human Embryonic Stem Cells		<a href="#">Select Agents</a>		<a href="#">Export-Controlled Work Anticipated</a>
Program Income		<a href="#">Recombinant DNA</a>		<a href="#">Anticipated Intellectual Property</a>
<a href="#">Cost Share/Match/In-kind</a>		Amount		<i>If Subrecipient is committing cost share, complete a <a href="#">USU Third Party Cost Share Commitment Form</a> and return with this form.</i>
Certifications <i>(Initial where indicated if applicable; otherwise, check N/A.)</i>				
<a href="#">Malign Foreign Talent Recruitment Program</a>	Subrecipient organization (USU) certifies that the Principal Investigator (PI) and any other Senior/Key Personnel identified in this proposal are not currently participating in, and will not participate in, a Malign Foreign Talent Recruitment Program (MFTRP), as defined in Section 10631 of the CHIPS and Science Act of 2022. This certification is required by USU policy, regardless of whether the project is federally funded.			
				_____ Initial
<a href="#">NIH Other Support Training</a>	When NIH Other Support Training requirements apply; we confirm our Institution has a written and enforceable training policy.			
				_____ Initial N/A
<a href="#">Responsible Conduct of Research (RCR)</a>	If the project will be funded by the National Science Foundation (NSF), the U.S. Department of Agriculture National Institute of Food and Agriculture (USDA-NIFA), or the National Institutes of Health (NIH), as applicable, we affirm that we maintain an Institutional Responsible Conduct of Research (RCR) plan in compliance with agency requirements. We certify that a formal RCR training program is in place and that all project participants will complete RCR training consistent with the requirements of the applicable funding agency.			
				_____ Initial N/A
<a href="#">Research Security Training</a>	If the project is funded by the National Science Foundation (NSF), the U.S. Department of Agriculture (USDA), or the National Institutes of Health (NIH), Department of Energy (DOE), NASA, as applicable, we confirm all covered individuals have completed the training in accordance with the requirements.			
				_____ Initial N/A
<a href="#">Export Controls</a>	<b>Subrecipient certifies compliance.</b> The Subrecipient organization certifies that its export control officer or other authorized official has reviewed the proposal for compliance with federal Export Control laws. <i>(If applicable, explain any potential issues in the comment section below.)</i> The Subrecipient is responsible for maintaining compliance with all federal export laws and procedures.			
				_____ Initial
<a href="#">Financial Conflict of Interest (FCOI)</a>	_____ <b>No actual or potential FCOI identified.</b>			
	_____ <b>FCOI identified.</b> If awarded, no project work will begin until an FCOI management plan is established and approved by both Institutions. <i>(Please indicate the nature of the FCOI in the comment section below.)</i>			
<a href="#">Non-financial Conflict of Interest (COI)</a>	Subrecipient agrees to disclose any other relationships or roles that could reasonably appear to affect the objectivity of the work, if known. <i>(If applicable, disclose in the comments below.)</i>			
				_____ Initial



Comments: (If more room is needed, please attach answers)

By signing below and agreeing to participate in this sponsored project, the Subrecipient Institution certifies that neither the Institution nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federally funded programs, and that they are not delinquent on any federal debt. The Subrecipient further certifies compliance with the Drug-Free Workplace Act of 1988; U.S. Code, Section 1352 restrictions on the use of federal funds for lobbying; and applicable requirements related to research integrity and misconduct in science.

The Subrecipient also affirms compliance with federal nondiscrimination requirements, including those related to civil rights, disability, sex discrimination, and age discrimination, and with Public Health Service policies governing program income. Additionally, the Subrecipient maintains policies and procedures in compliance with 45 CFR Part 46, Subpart A (Protection of Human Subjects), the Animal Welfare Act (Public Law 89-544, as amended), and applicable regulations governing biomedical and research activities, including those related to recombinant DNA, human gene transfer, fetal tissue transplantation, and the inclusion of women, minorities, and children in research, as applicable.

The Subrecipient’s programmatic and administrative personnel involved in this application acknowledge and agree to comply with the prime awarding agency’s policies, terms, and conditions. The Subrecipient further agrees to enter into a formal subaward agreement, if awarded, consistent with those requirements. Any terms or rates included in this proposal are not binding upon the Pass-Through Entity; all final terms and conditions will be set forth in a separate, fully executed agreement. The Subrecipient acknowledges that any work performed or costs incurred prior to execution of such an agreement are undertaken at its own risk.

I certify, to the best of my knowledge and belief, that the information provided herein is true, complete, and accurate. I understand that the submission of false, fictitious, or fraudulent information, or the omission of any material fact, may result in criminal, civil, or administrative penalties, including those outlined under U.S. Code Title 18, Sections 2, 1001, and 1343, and Title 31, Sections 3729–3730 and 3801–3812.

<b><i>Subrecipient’s Authorized Institutional Official</i></b>	<b><i>Name and Title</i></b>	<b><i>Date</i></b>
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