**Commitment Form (Letter of Intent) to Establish a Subaward Agreement**

**Wright State University – Office of Research and Sponsored Programs**

|  |
| --- |
| DATE: |
| PRIME SPONSOR: |
| PRIME INSTITUTION: |
| PRINCIPAL INVESTIGATOR: |
| COLLABORATING INSTITUTION: |
| COLLABORATING INSTITUTION PRINCIPAL INVESTIGATOR: |
| TITLE: |
| PROPOSED AMOUNT: |
| PROPOSED PROJECT PERIOD: |

**Subrecipient Information:**

|  |  |
| --- | --- |
| Legal Name: | DUNS# |
| Organization’s Address: | Congressional District: |
| Performance Site (if different from above): | Congressional District: |
| Federal Employer Identification #(EIN):  Registered in SAMS □ Yes □ No Exp. Date:  CAGE Code: |  |

**CERTIFICATIONS:**

**1.** Facilities & Administration 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. (Please attach copy of your current F&A rate agreement)

□ Other rates (please specify the basis on which the rate has been calculated in “comments” below).

□ Not applicable (no indirect cost request for the subrecipient

**2.** Fringe Benefit Rates:

□ 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 in “comments” below).

**3.** Conflict of Interest (applicable PHS, NIH, NSF, DHHS or any other program requiring federal financial disclosure)

□ Subrecipient Organization/Institution hereby 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 resultant agreement.

□ Not applicable because project is not being funded by PHS, NIH, NSF or DHHS

**4.** 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.

**5.** Certification Regarding Debarment & Suspension □ Yes □ No

Subrecipient certifies that neither it nor the principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in any Federal department or Agency. Subawards to any entity or individual included in the Federal Excluded Parties are prohibited.

**6**. Ethics in Research Training (applicable to projects funded by NSF)

□ Not applicable because this project is not funded by NSF.

□ Subrecipient certifies that it will ensure that all undergraduates, graduate students, and postdoctoral researchers who will be supported by this NSF proposal will be trained on the oversight in the responsible and ethical conduct of research.

**7.** Audit Status/Fiscal Responsibility

□ Yes □ No Does your organization receive an annual audit in accordance with OMB Circular A-133?

If “No,” please indicate why your organization is not subject to A-133 audit requirements:

□ My organization is a non-profit that expended less than $500,000 in U.S. federal funds during our previous fiscal year.

□ My organization is a foreign entity.

□ My organization is a for-profit entity.

□ My organization is a U.S. government entity.

The appropriate programmatic and administrative personnel involved in this application are prepared to establish and administer the necessary inter-institutional agreement(s) consistent with prime sponsor policies.

**Subrecipient Institutional Official**

By:

Name:

Title:

Date:

Please return this form to the Office of Research and Sponsored Programs at Wright State University, 201J University Hall, Dayton, OH, 45435-0001, with the approved budget, budget justification, and statement of work.