



Office of Sponsored Programs

Subrecipient
Questionnaire

Form Version: 10/08/2024

Subrecipient Legal Name:

Address:

EIN#:

DUNS:

Years in Business:

Fiscal Year Start Date:

Classification (only check one box below):

Public University/Institution of Higher Education

Not for Profit Entity

Public Entity/Govt Agency

Private University

Foreign Institution of Higher Education

US Based For Profit Corporation (Publicly Held)

Foreign Based For Profit Corporation (Publicly Held)

US Based For Profit Corporation (Privately Held)

Foreign Based For Profit Corporation (Privately Held)

US Based Small Business

Foreign Based Small Business

Questionnaire	Yes	No	N/A
Does your entity adhere to Cost Accounting Standards Boards (CASB) regulations?			
Is your organization required to comply with OMB Uniform Guidance regulations?			
Does your entity have written accounting policies and procedures for procurement, payroll, inventory, vendor payments, cash management, and contract administration?			
Does your entity have a specified individual/officer who is the custodian of financial records? If yes, please list here:			
Are purchasing and payment functions separate?			
Does your entity have a federally negotiated Facilities & Administration Rate? If yes, attach a copy of rate agreement.			
Are specific officials designated to approve payroll and other major transactions?			
Do you have annual financial statements audited by an independent audit firm? If yes, please attach a copy of the statement for most recent year.			
Do you have a formal effort reporting policy and procedures to manage after-the-fact effort reporting?			
Does your entity maintain an inventory for government property that identifies data such as vendor, purchase date, cost, description, serial number, and disposition?			
If foreign, is the entity registered/licensed in the country in which it operates?			
Subrecipeint Authorized Official Signature:			
Signature:	Date	Title:	

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	Yes	No
Is reporting of executive compensation required (see explanation below)?		
<p><i>The names and total compensation of the five most highly compensated officers of the entity(ies) must be listed if:</i></p> <p><i>(i) the entity in the preceding fiscal year received—</i> <i>(I) 80 percent or more of its annual gross revenues in Federal awards (federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements); AND</i> <i>(II) \$25,000,000 or more in annual gross revenues from Federal awards; and</i></p> <p><i>(ii) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.</i></p>		
Name of Highly Compensated Officers	Salary	
1.		
2.		
3.		
4.		
5.		