

Instructions: RSC completes form and attaches to the purchase requisition in EAS for SCO review for the issuance of any Subaward (subgrant, subcooperative agreement), not when the prime award is a contract. This memo should also be attached if modifying a previous Subaward issued prior to July 1, 2007.

To: Supply Chain

From: <Insert RSC Name>, RSC, Office of the Vice President for Research

Subject: Certification of Subaward

Name of Subrecipient Organization: _____

PTA # _____

The purpose of this memo is to certify that the work to be performed by (insert Subrecipient name) under the referenced PTA is a subaward rather than an Independent Contractor. As such, it is exempt from procurement regulations in accordance with the criteria established in OMB A-133 and OMB A-110 and other regulatory guidance (i.e. The Federal Grant and Cooperative Agreement Act, 31 U.S.C. subsection 6301 – 6304, HHS Grants Policy Statement).

This determination is based on the following:

- The subaward budget and scope of work were included in the proposal submission to the sponsor and approved via the Notice of Award document to GW.
- The Subrecipient is performing collaborative research and development type work to carry out a public purpose.
- The Subrecipient has the responsibility for programmatic decision making, has its performance measured against GW's prime award objectives, and has responsibility for adherence to applicable program compliance requirements.

By signing below, I certify to the correctness and completeness of these statements. I hereby recommend that the Subrecipient agreement be initiated via the PO process.

RSC Signature: _____ Date: _____

RSC Name: _____ Email: _____