Subaward Agreement

Hello Joe User,

This form should be used to request a new subaward to be issued or to request a modification/amendment to an existing subaward.

Subaward Definition and Information

View SPA's unit-based assignments on its Search All Contacts page.

Subaward agreements (and modifications thereto) that are issued by the University (as a Pass-Through Entity) to collaborating entities (Subrecipients) to perform a portion of the research pursuant to a prime award issued to the University.

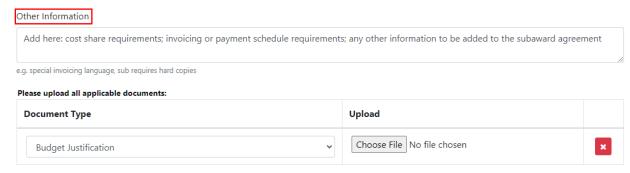
Vendor Agreements, to obtain goods or routine services, are processed by OBFS Purchasing. That office can be contacted at urbanapurchasing@uillinois.edu.

Julie Robinson jrobnsn Enter the NetID for the Illinois PI NetID or UIN Lead Unit (e.g. 1-681000)*		University of Illinois at Urbana-Champaign 🔻
		Choose the correct campus from the drop down list; if not, it may prevent emails from reaching the intended recipient
1-681000 Enter the 6 digit org code as	ssociated with the award	
The default value is set based on your home appointment. In	necessary, then please update the value for the s	submission.
☐ Francis Thomas ☐ Francisco Garcia ☐ Frank Madden	Each unit is assigned a primary and backup Award Negotiator. Refer to the "Contact SPA" menu on the home page of SPA's website to determine your unit's Award Negotiator (sponsoredprograms.illinois.edu). Note there is a direct link in the eForm labeled "Search All Contacts."	
☐ Jessica Steenbergen ☑ Julie Robinson		
☐ Justin Blount☐ Matt Feely		
☐ Meghan Calandro-Howell☐ Paula Jorge		
☐ Robin Beach ☐ Sarah Hasib		
☐ Susanne Klein		

Request ID: feyy-yyyy-yyyy-y

\$50,000 for each of the five years.

Type of Request* Choose if you are requesting a NEW subaward or a MODIFICATION (amendment) to an existing subaward. The fields New below will change depending on the option. ○ Modification Grant Code or SPA Award Number* The Grant Code or Award ID is required to link the subaward to the correct award in myProposals. 098765 Sub Name³ Enter the name of the Subaward Entity; avoid using acronyms to ensure we use the correct subawardee when Main Street University entering into our database. Sub Pl Name³ Enter the name of the Subrecipient PI John Doe Sub PI Email* Enter the email address for the Subrecipient PI jdoe@mainstreet.edu Sub Admin Name Enter the name of the individual *SPA will work with* to issue and sign the subaward. Preferably, this should be Jane Smith someone in the sponsored research office if another university is the Subrecipient. Sub Admin Email* Enter the email for the individual *SPA will work with* to issue and sign the subaward jsmith@mainstreet.edu Sub Start Date* 01/01/2021 This is the start date for this subaward only. Note that the start date cannot be prior to the start date of the award. Sub End Date (this request)* This is the end date for the initial period of performance. For example, if we anticipate a 5 year subaward, but are 12/31/2021 only issuing the first year, this date would be at the end of the first year. Anticipated Project End Date* This is the expected end date for the entire subaward project. Using the example from above, if the project is 12/31/2026 expected for five years, this date would be at the end of five years. Note this date cannot extend beyond our prime award end date. Obligation Amount (this request)* Enter only the amount being issued with the first action. For example, if we expect to issue five years of funding overall (e.g. \$250,000), but are only issuing the first year with the initial subaward, \$50,000 is entered here. Total Obligation Amount (including this request)* This amount represents what we have awarded under this subaward to date. If this is the first action, this amount will be 50000 the same as the requested amount above. Total Anticipated Amount* This is the total expected amount of all years of the subaward. If only a one year project, this amount will likely be the same 250000 as the two fields above. Using the example from the first field, this would be \$250,000 if the project was anticipated at



Documents to include are as follows; those noted with an asterisk are required and can be uploaded separately or as a single file:

- *Subrecipient Statement of Work
- *Subrecipient line item budget
- *Subrecipient Budget Justification

Optional forms - SPA will request from Subrecipient but can be added to eForm if available at time of submission:

Subrecipient F&A rate agreement

Subrecipient Profile Form (UI template)

Subrecipient Compliance and Assurances Form (UI template)