

Princeton University
Subaward Initiation/Change Form

Complete this form for all subaward requests and modifications. Send completed form to Geter Hicks.

Princeton PI Name: _____

Princeton Project/Grant: _____

Is This a New Subaward? Yes No If No, What is Subaward No.? _____

Subaward Information:

Organization Name: _____

Amount of Subaward/Modification: _____

Start and End Dates of Subaward/Modification: _____

Title (If Different From Princeton
Award)

Subawardee PI Contact Information:

Name: _____

Address: _____

Telephone No.: _____ Fax No.: _____

Email Address: _____

Subawardee Grants Office Contact Info:

Name: _____

Address: _____

Telephone No.: _____ Fax No.: _____

Email Address: _____

Comments:

I hereby authorize the Office of Research and Project Administration to prepare and release a subaward/modification as described above. I understand that as the Principal Investigator of this award, I am responsible for verifying that the subawardee is suitable and uniquely qualified to carry out the scope of work. I have disclosed to ORPA, in writing, any relationships between myself or other key personnel at Princeton and collaborators at the subaward organization as defined under the Dean of the Faculty's nepotism policy. I am also responsible for monitoring the subawardee's work progress, including all technical reports and other deliverables as defined in the subawardee's scope of work. I must authorize the release of funds for subawardee payment of invoices, and notify ORPA immediately if there are any problems with a subawardee's performance on this project.

By: _____ Date: _____