

Subaward Agreement

Institution/Organization ("Prime Recipient")

University of Alaska Anchorage

Prime Award No.:

Awarding Agency:

Institution/Organization ("Subrecipient")

Name:

Subaward No.:

Amount Funded This Action:

Est. Total (if incrementally funded)

Subaward Period of Performance:

Budget Period: From:

To:

Estimated Project Period (if incrementally funded):

From:

To:

Project Title:

Reporting Requirements (Check here if applicable: ☐ See Attachment "Reporting Requirements")

Terms & Conditions

1) Prime Recipient hereby awards a cost reimbursable subaward, as described above, to Subrecipient. The statement of work and budget for this subaward are (check one): ☐ As specified in Subrecipient's proposal dated ; or ☐ as shown in Attachment "Scope of Work". In its performance of the subaward work, Subrecipient shall be an independent entity and not an employee or agent of Prime Recipient.

2) Prime Recipient Shall reimburse Subrecipient not more often than monthly for allowable costs. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), subaward number, and certification as to truth and accuracy of invoice. *Invoices that do not reference Prime Recipient's Subaward Number shall be returned to Subrecipient.* Invoices and questions concerning invoice receipt or payments should be directed to the appropriate party's Contact as shown in Attachment 2.

3) A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to Prime Recipient's Contact, as shown in Attachment 2, NOT LATER THAN sixty (60) days after subaward end date unless otherwise stated. The final statement of costs shall constitute Subrecipient's final financial report.

4) All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.

5) Matters concerning the technical performance of this subaward should be directed to the appropriate party's Principal Investigator, as shown in Attachment 2. Technical reports are required as shown above, "Reporting Requirements".

6) Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this subaward agreement, and any changes requiring prior approval, should be directed to the appropriate party's Contact, as shown in Attachment 2. Any such changes made to this subaward agreement require the written approval of each party's Authorized Official as shown in Attachments 2 and 3.

7) Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or director's, to the extent allowed by law.

8) Either party may terminate this subaward with thirty days written notice to the appropriate party's Contact as shown in Attachment 2.

By an Authorized Official of Prime Recipient

Elizabeth Dickinson

Acting Director, Office of Sponsored Programs

Procurement Services

Date

Date

By an Authorized Officials of Subrecipient

Date

Date

Attachment 2 - Prime Recipient Contacts

Subaward Number:

Institution/Organization ("Prime Recipient")

Name:			
Address:			
City:		State:	
		ZipCode:	

Administrative Contact

Name:			
Address:			
City:		State:	
		ZipCode:	
Telephone:		Fax:	
Email:			

Principal Investigator

Name:			
Address:			
City:		State:	
		ZipCode:	
Telephone:		Fax:	
Email:			

Financial Contact

Name:			
Address:			
City:		State:	
		ZipCode:	
Telephone:		Fax:	
Email:			

Authorized Official

Name:			
Address:			
City:		State:	
		ZipCode:	
Telephone:		Fax:	
Email:			