



Subrecipient Legal Name: _____

Address: _____

EIN#: _____

DUNS: _____

Years in Business: _____ **Fiscal Year Start Date:** _____

Classification (only check one box below):

<input type="checkbox"/> Public University/Institution of Higher Education	<input type="checkbox"/> Not for Profit Entity	<input type="checkbox"/> Public Entity/Govt Agency
<input type="checkbox"/> Private University	<input type="checkbox"/> Foreign Institution of Higher Education	
<input type="checkbox"/> US Based For Profit Corporation (Publicly Held)	<input type="checkbox"/> Foreign Based For Profit Corporation (Publicly Held)	
<input type="checkbox"/> US Based For Profit Corporation (Privately Held)	<input type="checkbox"/> Foreign Based For Profit Corporation (Privately Held)	
<input type="checkbox"/> US Based Small Business	<input type="checkbox"/> 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?			
Subrecipient Authorized Official Signature:			
Signature: _____	Date _____	Title: _____	



Subrecipient Questionnaire

Form Version: 03/19/2020

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	Yes	No
Is reporting of executive compensation required (see explanation below)?		

The names and total compensation of the five most highly compensated officers of the entity(ies) must be listed if:

(i) the entity in the preceding fiscal year received—
(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
(II) \$25,000,000 or more in annual gross revenues from Federal awards; and

(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.

Name of Highly Compensated Officers	Salary
1.	
2.	
3.	
4.	
5.	