

Create and Edit a Subaward Budget

Create Subaward is located on the main budget's workspace. Select the activity.

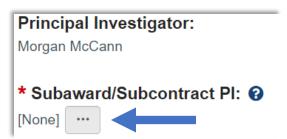


Subaward/Subcontract Budget Information

1. Enter the Title and Organization for the subaward/subcontract.



2. PI is automatically entered from the funding proposal. Add the Subaward/Subcontract PI.



- 3. Determine the Subaward/Subcontract budget detail level Per Period Direct and Indirect Totals or SF424 Subaward Import.
 - Per Period Direct and Indirect totals: All costs are captured on a single budget grid as per-period direct and indirect totals.
 - SF424 Subaward Import: Upload the subawardee's budget totals from a completed SF424 PDF form.

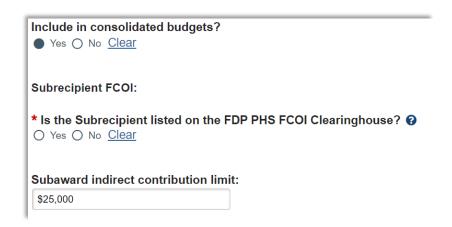


4. Indicate if the subaward figures are to be included in the consolidated budget, provide Subrecipient FCOI, and indicate the subaward indirect contribution limit.

Select YES if the subrecipient is listed on the FDP FCOI Institutional Clearinghouse.

Select NO if the subrecipient is not listed on the <u>FDP FCOI Institutional Clearinghouse</u>. If the subrecipient indicates that they have a compliant FCOI policy, please upload the signed <u>FCOI Form 1</u>.

If the subrecipient indicates that the University's conflict of interest policy will be followed, in addition to the signed FCOI Form 1, please upload the signed FCOI Form 2



Per Period Direct and Indirect Totals Detail Level:

All Personnel

Add Subaward Key Personnel, Graduate Students, Post Grads, etc.



Per Period Cost Totals

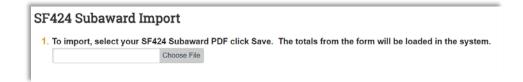
Enter Subaward/Subcontract costs.



SF424 Subaward Import Detail Level:

SF424 Subaward Import

Select the subaward PDF to import. Forms can be found on the SF424 workspace.



The subaward budget will be located on the main budget's workspace, Subaward tab.

