**SUBRECIPIENT VERSUS CONTRACTOR DETERMINATION FORM**

 \*\*REQUIRED\*\*

KUMC Principal Investigator (PI):

KUMC PI Department:

Name of Outside Entity/Organization:

Outside Entity/Organization DUNS#:

A subrecipient receives an award of assistance from the prime awardee and conducts its own scope of work. More information of the difference between a contractor and a subrecipient can be found in the Office of Management and Budget Uniform Guidance, Section 200.300. The form is used to document the characteristics of the relationship between an external, entity and the University to determine that the entity is properly treated as a subrecipient as opposed to a contractor. **The decision whether an entity is a subrecipient or a contractor is a judgment call based on the totality of circumstances. No individual criteria automatically establish an organization as either a subrecipient or a contractor.**

**DETERMINATION OF CLASSIFICATION**

Check all below that you believe may apply

|  |  |
| --- | --- |
|  | Entity will perform substantive program work |
|  | Entity has responsibility for making programmatic decisions |
|  | Entity’s personnel are identified as having a key role in KUMCRI’s proposal |
|  | Entity has responsibility for compliance with Federal program requirements |
|  | Entity’s performance is measured against whether or not the objectives of the sponsored program have been achieved |
|  | Entity may seek to publish or co-author the results |
|  | Funds will be used to carry out a sponsored program assigned to the entity rather than provide goods or service KUMC |
|  | Entity may provide cost sharing for which it is not reimbursed by KUMCRI |

|  |
| --- |
| **STATEMENT OF WORK DESCRIPTION:** |
|  |

**I hereby certify that the information provided here is true and accurate to the best of my knowledge.**

**PI signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I hereby certify that based upon the information provided the named entity should/should not be classified as a subrecipient.**

**KUMCRI Research Administration Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**