

Please complete and submit this form (can be submitted as an e-mail attachment) to the Office for Sponsored Research and Award Administration (OSRAA) for preparation of a subagreement under an Oregon State University prime award. Call OSRAA (7-4933) or send an e-mail to sponsored.programs@oregonstate.edu if you have any questions.

OSU Principal Investigator		
Name:		
Phone:	Email:	
Administering Unit:		
Department Accountant Name:		
Phone:	Fax:	Email:
OSU Prime Award:		
Sponsor:		
Sponsor Award #:	OSU Banner Index #:	
Subagreement To:		
Subrecipient Institution Name:		
Subrecipient Principal Investigator:		

Amendment is for:		
1	<input type="checkbox"/>	Continuation Funding
2	<input type="checkbox"/>	No-Cost Extension
3	<input type="checkbox"/>	Other Changes (provide additional on the Page 2)

For Continuation Funding:		
Budget Period	Start Date:	End Date:
Amount Added:	Cost Share required:	
If the subagreement is not to be funded at the original proposed level for the next budget period attach a revised detailed budget.		
Continued funding on a subagreement is contingent on satisfactory progress and additional support to OSU from the prime sponsor. The OSU PI must indicate the status of a subrecipient's satisfactory progress by answering the following questions:		
A	Has the subrecipient institution made sufficient progress on the scope of work?	<input type="checkbox"/>
	If No , please explain:	<input type="checkbox"/>
B	Is there any change in scope of work or key personnel at the subrecipient institution? (If yes, attach new scope of work and key personnel c.v. to this form.)	<input type="checkbox"/>

For No-Cost Extension:	
Additional Months Requested:	New End Date:
Cannot extend beyond OSU's currently-funded project end date	

For Other Administrative or Project Changes:
Explain and provide justification for change; attach any subrecipient approvals or documentation:

OSU Principal Investigator

Date