

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](mailto:sponsored.programs@oregonstate.edu) if you have any questions.

<b>OSU Principal Investigator</b>		
Name:		
Phone:	Email:	
<b>Administering Unit:</b>		
Department Accountant Name:		
Phone:	Fax:	Email:
<b>OSU Prime Award:</b>		
Sponsor:		
Sponsor Award #:	OSU Banner Index #:	
<b>Subagreement To:</b>		
Subrecipient Institution Name:		
Subrecipient Principal Investigator:		
<b>Amendment is for:</b>		
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)

<b>For Continuation Funding:</b>		
<b>Budget Period</b>	Start Date:	End Date:
Amount Added:	Cost Share required:	
<b>If the subagreement is not to be funded at the original proposed level for the next budget period attach a revised detailed budget.</b>		
1	<b>Dept/Business Center - Initiate budget JV for subaward funds before submitting to OSRAA</b>	
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:		
<b>A</b>	Has the subrecipient institution made sufficient progress on the scope of work?	<input type="checkbox"/>
	If <b>No</b> , please explain:	<input type="text"/>
<b>B</b>	Is there any change in scope of work or key personnel at the subrecipient institution? <b>(If yes, attach new scope of work and key personnel c.v. to this form.)</b>	<input type="checkbox"/>

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

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

\_\_\_\_\_  
OSU Principal Investigator

\_\_\_\_\_  
Date