![Office of Sponsored Projects_Logo black_combined hrz [Converted]]()

**Letter of Intent to Establish a Subcontract (NSF Collaborative)**

The proposed Subrecipient offers the following information and intends to enter good faith negotiations toward a subaward with the *University of Utah* after a National Science Foundation (NSF) award is made for the following proposal:

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| **Proposal Information** |
| Prime Sponsor: | National Science Foundation (NSF) |
| FOA/Solicitation: |  |
| University of Utah PI: |  |
| UU DSS number: |  |
| Proposal Title: |  |
| Project Dates/POP: |  |

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| **Subrecipient Information** |
| Institution/Entity Name: |  |
|  Registered with NSF? | Yes/**No** (if no, subrecipient will need to be registered with NSF prior to submission deadline to be included in proposal) |
| **Performance Site** |
| Address: |  |
| City/State/Zip (9 Digits): |  |
| UEI: |  |
| DUNS: |  |
| EIN: |  |
| Congressional District: |  |
| Cognizant Agency: |  |
| **Subrecipient PI** |
| Name / Title: |  |
| Phone / Email: |  |
| Subsite PI NSF ID: |  |
| Subsite Senior Personnel NSF IDs: | Note: Any senior personnel listed in the subrecipient budget will need NSF ID/s approved and affiliated by the subrecipient  |
| **Administrative Contact** |
| Name / Title: |  |
| Phone / Email: |  |
| **Assurances & Certifications (state whether this proposal includes any of the items listed below)** |
| Disclosure of Lobbying Activities: | Yes/No [About Disclosure of Lobbying Activities](https://www.research.gov/proposalprep/) [PAPPG II.D.1.d](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2D1d) |
| Proprietary or Privileged Information: | Yes/No [PAPPG II.E.1](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2E1) & [II.D.1.c](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2D1c) |
| Historic Places: | Yes/No [PAPPG II.D.2.vii](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2D2i-vii) & [XI.J](https://beta.nsf.gov/policies/pappg/23-1/ch-11-other-post-award-requirements#j-historic-properties-8fd) |
| Live Vertebrate Animals: | Yes/No (if yes, please provide assurance/compliance number) [PAPPG II.E.4](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2E4) |
| Human Subjects: | Yes/No (if yes, please provide assurance/compliance number) [PAPPG II.E.5](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2E5) |
| Funding of an Int’l Branch Campus of the US IHE:  | Yes/No [PAPPG I.E.1](https://beta.nsf.gov/policies/pappg/23-1/ch-1-pre-submission#1E1) (if yes, please explain) |
| Funding of a Foreign Org or Foreign Individual:  | Yes/No [PAPPG I.E.2.c](https://beta.nsf.gov/policies/pappg/23-1/ch-1-pre-submission#1E2c) (if yes, please provide country/location, names, and personal identifiers (if applicable) for restricted party screening/s) |
| International Activities: | Yes/No [PAPPG II.E.8](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2E8) (if yes, please describe) |
| Potential Life Sciences Dual Use Research of Concern: | Yes/No [PAPPG II.E.6](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2E6) & [XI.B.5](https://beta.nsf.gov/policies/pappg/23-1/ch-11-other-post-award-requirements#11B5) (if yes, please explain) |
| [Off-Campus or Off-Site Research](https://osp.utah.edu/grants-toolbox/nsf/nsf-safe-and-inclusive-environments.php): | Yes/No [PAPPG II.D.1.d (viii)](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2D1dviii) & [II.E.9](https://beta.nsf.gov/policies/pappg/23-1/ch-2-proposal-preparation#2E9) (if yes, please provide required plan as attachment below)  |

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| **Attachments** (Required in [NSF Format](https://beta.nsf.gov/policies/pappg/23-1))  |
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| SOW (Project Summary & Description):  | X |
| References Cited: | X |
| Facilities, Equipment & Other Resources: | X |
| Biographical Sketch/s: | Required in SciENcv format and certified |
| Other Personnel Bio Info: | If applicable |
| Current & Pending Support: | Required in SciENcv format and certified |
| Collaborators & Other Affiliations: | X |
| Data Management Plan: | X |
| List of Suggested Reviewers: | Optional |
| List of Suggested Reviewer Not to Include: | Optional |
| Off-Campus or Off-Site Research Plan: | Required, if applicable to subrecipient project |
| Off-Campus or Off-Site Research Plan (Required as a Supplementary Document): | Required, if applicable to subrecipient project and a required component of opportunity/solicitation |
| Annual & Cumulative Budget: | X |
| Budget Justification: | X |
| Postdoc Mentoring Plan: | If applicable |
| F&A Rate Agreement: | X |

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| **Proposed Budget** |
|  | Initial Year | Entire Project Period |  |
| Direct Costs: |  |  |
| Indirect Costs: |  |  |
| Total Costs: |  |  |
| Cost sharing commitments: |  |  |  |

**Certifications**

We certify the following (please leave any unchecked, as needed):

[ ]  The above information is accurate and approved.

[ ]  We have an active and enforced conflict of interest policy that is consistent with the provision of 42 CFR Part 50, Subpart F “Responsibility of Applicants for Promoting Objectivity in Research”.

[ ]  We are in compliance with the policies of the NSF as documented in the current PAPPG, including proposal-specific certifications listed in Chapter II.C.1.

[ ]  We agree to comply with all applicable NSF award terms and conditions if an award is made as a result of this application.

[ ]  The PI and all other employees or students participating in this project have not been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

[ ]  All senior/key personnel participating in this project, as well as subrecipient collaborators, are not party to a malign foreign talent recruitment program.

[ ]  The PI or co-PI participating in this project have not had findings or determinations or sexual harassment or sexual assault or are not currently under investigation for sexual harassment or sexual assault.

[ ]  We agree to comply with all applicable NSF award terms and conditions if an award is made as a result of this application.

[ ]  Our organization has all required and approved IRB and animal care and use processes in place, if applicable.

[ ]  We have a current A-133 audit.

[ ]  Senior personnel salary will be limited to no more than two months in any one fiscal year.

**Additional Foreign Entity Certification (if applicable)**

As a foreign entity, we certify the following:

[ ]  If awarded, we will be required to provide the University of Utah with copies of *or electronic access* *to* all lab notebooks, all data, and all documentation that supports the research outcomes as described in progress reports. These supporting materials must be provided to the University of Utah with each scientific update in line with the timelines outlined in the subaward (no less than once each year).

[ ]  An IRS form [W-8BEN](https://www.irs.gov/pub/irs-pdf/fw8ben.pdf), signed within the last 12 months, is attached.

We are prepared to establish the necessary subrecipient agreement consistent with NSF policy:

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Signature of Subrecipient’s Authorized Signing Official Date

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| **Authorized Signing Official** |
| Name / Title: |  |
| Address: |  |
| City/State/Zip (9 Digits): |  |
| Phone / Email: |  |