

**REQUEST FOR NEW OUTGOING SUBAWARD**  
**Florida State University**  
**Sponsored Research Administration (SRA), 850-644-5260**

Complete sections 1 - 5, then upload the signed form along with the ATTACHMENTS in **RAMP Agreements (Outgoing Subawards)** module. For help entering a request in RAMP contact "[ramp-agreements@fsu.edu](mailto:ramp-agreements@fsu.edu)".

**1. FSU INFORMATION**

FSU PI Name:	Phone Number:	Email:
FSU Department Name:		
Campus Address:		
Dept. Contact Name:	Phone Number:	Email:
Prime Award Sponsor:		
Project Title:		
OMNI Department Number:	Fund Code:	Project #

**2. SUBAWARD INFORMATION**

Initial Amount of Request: \$	<input type="checkbox"/> Verified Funds for this Request are Available and in the Correct Budget Category
Budget Period Start Date:                      End Date:	Period of Performance Start Date:                      End Date:

**3. Sponsored Projects Office - Subrecipient's Contact****Subrecipient's Principal Investigator or Project Director**

Subrecipient's Name:	Type of Institution:
Name:	Name:
Email:	Email:
Telephone:	Telephone:

**4. REQUIRED AT TIME OF REQUEST**

Subs Scope of Work, Detailed Budget, Budget Justification, ENTER the Active DUNS Number (9 digits):

Check all that apply to this subagreement and provide supporting documentation when applicable:

\* Human Subjects       \*\* Animal Subjects       Data Sharing Plan       Cost Share (Budget Required)

\* Human Subjects, Submit a copy of Subrecipient's Institutional Review Board (IRB), or a copy of a Reliance Agreement.  
\*\* Animal Subjects, Submit a copy of Subrecipient's Animal Care and Use Committee (ACUC) protocol.

If Applicable, Human Subjects Data will be exchanged under this Subagreement:  From Subrecipient to PTE     From PTE to Subrecipient

In meeting the goals of the project, which of the following levels of reliance on this Subrecipient is appropriate? (Select from the drop down list)

**5. REPORTING**

Does the PI need any Special Reports in Addition to Sponsor Requirements? If Yes, specify report in section 6 below.     Yes     No

**6. COMMENTS:** List special reports needed or any special circumstances below.**Conflict of Interest (FSU PI please review the COI statement and sign below)**

The FSU Principal Investigator certifies that to the best of his/her knowledge, that he/she is independent of, and has no conflict of interest in, any entities evaluated and selected pursuant to § 287.057(19), F.S., "Procurement of Commodities or Contractual Services", 41U.S.Code 51-58, "The Anti-Kickback Act of 1986, or FSU 7A-21 Significant Financial Interest Disclosure Policy."

Signature: \_\_\_\_\_