



Subrecipient Performance Form

Principal Investigator: _____ Activity Number: _____

Project Title: _____

Subrecipient Institution (Subcontractor): _____

Subrecipient Principal Investigator: _____

Subaward Performance Dates: Start: _____ End: _____

Please provide or attach a summary of the work completed by the Subrecipient during this budget period so far:

Yes No

1. Does the Subrecipient (subcontractor/subawardee) send invoices in a timely manner?

1a. **Higher Risk Federal Subrecipients Only:** List the backup documentation that was supplied by the subcontractor to substantiate the amount billed (e.g., time sheets, copies of invoices for lab supplies, etc.):

2. Are the amounts invoiced reasonable based on the technical progress of the project?

3. Is the Subrecipient satisfactorily performing the Scope of Work?

4. Are the reports/deliverables (if applicable) satisfactory?

5. **Higher Risk Federal Subrecipients Only:** Has the Subrecipient fully complied with all Special Conditions and/or additional monitoring requirements of the subaward agreement?

If you answered **No** to any of these questions, please describe your plan of action to remedy the situation:

I certify 1) that the information submitted above is accurate to the best of my knowledge; 2) that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties; and 3) that I accept the responsibility for the scientific conduct of my project's Subrecipients.

Principal Investigator Signature: _____

Date: _____

If you have any questions regarding this form, please contact the Contract Specialist at ext. 4-5586.