

**INFORMATION REQUIRED TO PROCESS A SUBAWARD:**

\*This form applies to subawards issued to a subrecipient under a prime award to Southern University and A&M College\*

***Please note: All Information must be submitted at one time. Subcontract will not be processed with incomplete items.***

1. Prime Award Number: \_\_\_\_\_
  
2. Subcontractor's Full Name: \_\_\_\_\_  
Physical Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_
  
3. Project Title: \_\_\_\_\_  
\_\_\_\_\_
  
4. Period of Performance: (Start – End Date) \_\_\_\_\_ - \_\_\_\_\_
  
5. Amount of Subcontract: \_\_\_\_\_
  
6. Federal Tax IRS Number: \_\_\_\_\_  
UEI Number: \_\_\_\_\_ Congressional District: \_\_\_\_\_  
Is the company registered in the Central Contractor Registration (CCR)? Yes \_\_\_\_\_ No \_\_\_\_\_
  
7. Name of Principal Investigator/Project Director for **Prime Award**: \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_
  
8. Name of Principal Investigator/Project Director for **Subcontractor**: \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_
  
9. Name of Administrative Contact for **Subcontractor**: \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

10. Name of Financial Contact for **Subcontractor**: \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

11. Name of Authorized Official for **Subcontractor (For Universities – Sponsored Programs)**:  
\_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

12. Attach Statement of Work

13. Attach Approved Budget(s)