

UI Subaward Initiation Form (FORM I)

Part I: "UI Project Information" to be completed by UI Department

- Completed by NNLM Region 6

Part II: "Subrecipient Information" to be completed by Subrecipient

- All applicants need to complete Part II in full.
- When possible, please provide different contacts for field in section B and C.
- If Part II A is answered YES, finish all questions on page 1 and return to Region6-RML@uiowa.edu
- If Part II A is answered NO, continue to pages 2-3 to complete

Part III: "Audit Information" to be completed by Subrecipient, when applicable

- Please complete this part if you answered "No" in Section II A (Subrecipient Institution Information).
- Part III A 3 – If answered YES please skip to Part III C; if answered NO please complete Part III B.

Outgoing Subaward Conflict of Interest Questionnaire (FORM B)

- Please indicate which type of policy your institution has and return to Region6-RML@uiowa.edu

University of Iowa Vendor Application (if applicable)

- If your institution is not already in the University of Iowa Vendor system, we will request you complete the application linked at:
https://www.esupplier.uiowa.edu/psp/ps/SUPPLIER/ERP/c/SUP_OB_MENU.AUC_BIDDER_REGISTRATION.GBL?Action=U

SAM.gov Registration

- Each institution awarded will need to be registered in the SAM.gov system. You can check your current status, renew your institution's status (should be done annually) or register your institution.