

**UNIVERSITY OF SOUTH ALABAMA
AGREEMENT MODIFICATION**

SUBAWARD AGREEMENT INFORMATION

To modify an existing Subaward between USA and another institution, organization or business, please complete and provide this form and necessary documentation to your appropriate College / Department Grant Administrator.

Modifications to existing Agreements may require prior approval by the funding agency. Such changes can include: change in the project's Scope of Work, absence or change of Principal Investigator or key personnel, foreign travel, budget revisions to existing stipends or tuition remission, change in performance site, and the addition of equipment. This is not an inclusive list as Agency guidelines may require varying approvals by Agency grant personnel. Any action requiring prior approval must be secured from the appropriate funding-agency personnel **PRIOR** to modification of an existing Subaward.

Principal Investigator _____
Subaward Title _____
SPA Log # _____ FOAPAL # _____

MODIFICATION REQUESTED (Check and complete all that apply)

- Change of Project Period Dates
Existing Dates: Start Date _____ End Date _____
Modified Dates: Start Date _____ End Date _____
- Termination of Agreement (*Minimum of 30 days notice to Subrecipient is required*) Termination Date _____
- Increase to existing Budget \$ _____
- Decrease to existing Budget \$ _____
- Change in Scope of Work (Attach a revised Scope of Work)
- Change in Budget (Attach a revised Budget)
- Carry forward of funds
- Other _____

COMPLIANCE

Will Subrecipient use human subjects? YES NO

If "YES", copy of Subrecipient approval required.

Will Subrecipient use animals in the course of the research? YES NO

If "YES", attach approval letter. If at a foreign site, follow

<http://www.southalabama.edu/researchcompliance/pdf/domesticandforeignsubcontracts.pdf>

Were there any changes related to the following during the previous period?

Change to Subrecipient PI or Key Personnel? YES NO

Change in Budget? YES NO

Change in Scope of Work? YES NO

EXPORT CONTROLS

YES NO Will any equipment be exported by the University in the course of this project?

YES NO Will this project require any export controlled information to be received on campus?

YES NO Will this project involve any foreign nationals?

CONFLICT OF INTEREST

YES NO Have all participants involved in this project complied with the policies of their institution regarding disclosures of conflict of interest(s)?

AUTHORIZATION

I have read this Agreement, including all attachments and exhibits and have reviewed this Agreement with the Administrator, Dean, Vice President, Director or Chair, and that individual is aware of all business terms of this Agreement. The business terms negotiated and agreed to by the parties are contained in this Agreement.

**Principal Investigator or
Responsible Person**

Signature

Date

Dean/Department Head/Administrator

Printed Name

Signature

Date