Office of Contracts and Grants
UNIVERSITY OF COLORADO **BOULDER**

Date:	
Proposal Number:	
Project Number:	
UCB PI Name:	
UCB Department Name:	

Subrecipient Institution Name:	Subrecipient PI Name:
UCB Department Research Administrator (DRA) Name:	Subrecipient Sponsored Research Administrator Name:
UCB DRA Phone:	Subrecipient Admin Phone:
UCB DRA E-Mail:	Subrecipient Admin E-Mail:

1. Describe in detail the research to be procured and how the Subrecipient meets your needs.

2. What unique design/performance features does the Subrecipient have that are essential to your requirements? Please provide a brief yet technical explanation as to why these features are essential. List the major features/capabilities of the research that are required:

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3. **OTHER SOURCES INVESTIGATED** –
What other sources did you contact? Did you consider other sources with similar capabilities? Indicate the other sources that were investigated and describe why, specifically, they do not meet some, or all, of the FEATURES REQUIREMENTS listed on #2. Requestor needs to state that to the best of his/her knowledge, this is the only source that can provide this research.

4. **CONFLICT OF INTEREST STATEMENT** –
The Department agrees that there is no real or potential Conflict of Interest in recommending this product and/or service as a Sole Source procurement. (NOTE: The University's Conflict of Interest Administrative Policy is available at the following website: https://www.cu.edu/ope/aps/5012

PI Certification

It is the Principal Investigator's responsibility to review the Subrecipient's budget to determine if it is reasonable for the level of work being proposed in the statement of work. It is also the PI's responsibility to review all Subrecipient invoices before approval and payment.

I have reviewed the attached documents and have determined that the costs budgeted by the Subrecipient are reasonable and in accord with the proposed statement of work.

PI Signature: _____

Printed Name: _____

Date: _____