



# Sponsored Programs Subrecipient Data Sheet

**Subaward CANNOT be issued until completed form is returned to Virginia Tech.**

## SUBAWARD INFORMATION

<input type="text"/>		<input type="text"/>	<input type="text"/>
Legal name of Subrecipient (if individual enter last name first)		DUNs No. (if applicable)	DUNs No. of Parent Entity (if applicable)
<input type="text"/>		<input type="text"/>	
Location Address of Subrecipient		Payment Address (if different from Location Address):	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City	State	Zip Code	
<input type="text"/>		<input type="text"/>	
Congressional District (Location)		Country, if other than USA	
<input type="text"/>		<input type="text"/>	<input type="text"/>
Name of Contact		Phone	Fax
E-mail Address			

## LOCATION OF PERFORMANCE

Is Primary Location of Performance the same as Location Address above? Yes  No  If No, please provide:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City	State	Zip Code	Congressional District (Performance)	Country, if other than USA

## TAXPAYER IDENTIFICATION INFORMATION

Type of Organization (Check one)

<input type="checkbox"/> Individual (not owning a business)	<input type="checkbox"/> Non-Profit Organization/HigherEd
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Federal Government Entity
<input type="checkbox"/> Partnership	<input type="checkbox"/> State Government Entity
<input type="checkbox"/> Incorporated Business	<input type="checkbox"/> Foreign Entity

Taxpayer Identification No.

Social Security No. if "individual" is checked

## AUDIT AND FINANCIAL DOCUMENTS - Provide copy of documents marked below

Fiscal reporting period:

Please provide a copy of your most recent financial statement (commercial firms) or your latest OMB Circular A-133 audit report (nonprofit or institute of higher education) or provide internet address where a report can be accessed

Please provide a copy of your latest negotiated Facilities and Administrative (Indirect Cost) Rate Agreement or Internet address where the agreement can be accessed

Please provide a copy of your latest negotiated Fringe Rate Agreement or internet address where the agreement can be found

## BUSINESS CLASSIFICATION

Check all categories that apply. For category definition please see <http://www.purch.vt.edu/Vendor/class.html>

Large Business  Small Business  Minority Owned  Women Owned  Other

## CERTIFICATION

By signing below, I hereby certify that all the above information is correct. **Subaward CANNOT be issued until completed form is returned to Virginia Tech.**

<hr/>	<input type="text"/>
Signature	Date
<input type="text"/>	<input type="text"/>
Typed Name	Title