[Subrecipient Letterhead]

**Subrecipient Letter of Intent for FDP Expanded Clearinghouse Participants**

|  |  |  |  |
| --- | --- | --- | --- |
| Subrecipient: |  | Direct Sponsor: | Michigan State University |
| Subrecipient UEI: |  | MSU UEI: | R28EKN92ZTZ9 |
| Principal Investigator: |  | MSU Principal Investigator: |  |
| Internal Project Identifier *(optional)*: |  | MSU Project Identifier *(optional)*: |  |
|  |  |  |  |
| **Institutional Administrator** | | **MSU Institutional Authorized Representative** | |
| Name/Title: |  | [ ] Amanda Blank | [ ] Craig O’Neill |
| Phone: |  | ProposalTeam1@osp.msu.edu | ProposalTeam2@osp.msu.edu |
| Email: |  |  |  |
|  | | | |
| Project Title: |  | | |
|  |  | | |
| Prime Sponsor: |  | Project Period: |  |
| Total Proposed Amount: |  | Cost Sharing Amount  (if applicable): |  |
| Human Subjects Y/N: |  | Vertebrate Animals Y/N: |  |

This proposal has been reviewed and approved by the appropriate official of [Subrecipient], and certified to its accuracy and completeness. The appropriate programmatic and administrative personnel of each institution involved in this grant application are aware of the awarding agency’s policies, agree to accept the obligation to comply with award terms, conditions and certifications, and are prepared to establish the necessary inter-institutional agreement consistent with that policy.

The following documents are attached to this Statement of Intent:

|  |  |  |
| --- | --- | --- |
|  | Statement of Work |  |
|  | Detailed Budget |  |
|  | Budget Justification |  |
|  | Other: |  |

Signature of Subrecipient's Authorized Official Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and Title of Authorized Official