

Subrecipient Determinant Questionnaire – Subrecipient or Contractor?

Office of Research Support Services – Sponsored Programs

MCRI must make a case-by-case determination whether each agreement it makes for the disbursement of sponsored program funds casts the party receiving the funds in the role of a subrecipient or a contractor. This form helps make that determination. For more information go to Uniform Guidance [200.330 Subrecipient and contractor determinations](#).

Proposed Subrecipient or Contractor Name:

Answer “Subrecipient” or “Contractor” to the statements below to determine proposed party status as Subrecipient or Contractor.

			Subrecipient	Contractor
1.	a.	The organization provides the same services or products within its normal business operations	<input type="checkbox"/>	<input type="checkbox"/>
	b.	The organization is developing a unique service or product for the MCRI project	<input type="checkbox"/>	<input type="checkbox"/>
2.	a.	The organization provides similar goods or services to many different purchasers.	<input type="checkbox"/>	<input type="checkbox"/>
	b.	The organization has to develop or design something unique based on project objectives	<input type="checkbox"/>	<input type="checkbox"/>
3.		The organization operates in a competitive environment. Other sources are readily available to provide this service and they compete with others who can provide this service	<input type="checkbox"/>	<input type="checkbox"/>
4.		The organization provides “skilled hands”, a service, but not interpretation in developing programmatic conclusions	<input type="checkbox"/>	<input type="checkbox"/>
5.	a.	The organization’s personnel are named and identified as having key roles in the MCRI proposal	<input type="checkbox"/>	<input type="checkbox"/>
	b.	The proposal includes any of the following: separate budget; facility and resource description; project site information; roles and responsibilities; scope of work	<input type="checkbox"/>	<input type="checkbox"/>
6.		The organization’s performance is measured against the objectives of the sponsored program	<input type="checkbox"/>	<input type="checkbox"/>
7.		The organization has responsibility for programmatic decision making	<input type="checkbox"/>	<input type="checkbox"/>
8.	a.	The organization will use the proposed funds to carry out a program of its own, i.e. the funds will be issued to the organization and will be dedicated to completing the project	<input type="checkbox"/>	<input type="checkbox"/>
	b.	The funds will contribute to the general profit or operating funds of the organization	<input type="checkbox"/>	<input type="checkbox"/>
TOTALS			Enter # TRUE	Enter # FALSE

More TRUE responses indicate a Subrecipient relationship. More FALSE responses indicate a Contractor relationship.

Relationship determined to be (check one): ☐ Subrecipient ☐ Contractor

Signatures: