

April 20, 2016  
RAOR Forum

Subcontract Monitoring  
Presented by Terri Hollis and Jean Mercer

Intro/Announcements:

- Welcome new team members:
  - Stacey Conroy, new SPA member handling UT-Battelle cost-reimbursement accounts
  - 2 new OSP members: Melissa Jenkins and Greg Tolliver
- We will be distributing RAOR surveys shortly. It will ask about possible topics you're interested in, locations, date & time preferences, etc. Please fill these out for us. We need your input!
- Next month's Forum Topic will be Round Tables.

What is the FDP?

The Federal Demonstration Partnership (FDP) is an association of federal agencies, academic research institutions with administrative, faculty and technical representation, and research policy organizations that work to streamline the administration of federally sponsored research.

They have released a Sub recipient Pilot that we have joined with several other institutions. Through this pilot, we hope to relieve the administration burden on ourselves and others. Hopefully, we can get every other entity under FDP to sign on with this.

Sub recipient Contract Monitoring: What is it? What do I need to do?  
Why are you asking me these questions?

[PowerPoint Presentation attached]

Q&A:

Q: Can you talk a little more about the risk-assessment questionnaire?

A: OSP fills the form out. If the sub is not on the pilot program, we ask them to fill out a 3 page questionnaire with their info, such as PI's name, fringe benefit rate, f&a rate, etc. If they ARE on the pilot program, I don't have to ask them because they've already provide the answers on the FDP website. With the information we find, we rank the sub recipient as high risk or low risk. Are they an established university or a small business startup? We discuss these and monitor them accordingly.

Q: Will the treasurer's office allow us to alter subcontract invoices and short-pay if we deem expenses unallowable?

A: Yes, the treasurer's office will now allow that if backup documentation is provided.