## Boston College OFFICE FOR SPONSORED PROGRAMS

## SUBAWARD PROCESS

## PROPOSALSTAGE

 (1) PI requests proposal package from proposed subrecipiento include See \$JBAWARD CHECKLIST form Statement of Work (SOW) Budget and Justification SignedSUBRECIPIENT COMMITMENT FORM Any other documents as required by Sponsor or BC When BC's award will be made under a federal contract, a Sole Source Justification must be completed by the PI or thisedesignseet and provided -845.6(tf33.7(r)0.5(SP)])5.9()]vr regardless of the \$5000

full proposal

al as a single direct cost line item in BC budget

ketches, other support) as required by BC's sponsor

- (9) PI/Department monitors subrecipient's adherence to terms
- (10) PI/Department reviews invoices (things to consider...) Are they arriving on schedule?