RESEARCH AND SPONSORED PROGRAMS AND PURCHASING SERVICES
VENDOR VS. SUBAWARD ROUTING DOCUMENT

Initial Reviewer
Reviewer Name and Contact info:
Date Agreement Received:
Date Agreement Routed:

Agreement Information
UW Faculty Name:
Campus Contact Name:
Sponsor Name:

Determination of Necessary Agreement type:  Check One

○ Subaward Agreement
   Characteristics: Organization's personnel are named and identified as having key roles in the UW's proposal, is a collaborator in the University's scope of work or is adding intellectual property to the project. Organization's performance measured against the objectives of the sponsored program. Organization has authority for administrative and programmatic decisions and will provide on-going research and/or collaboration for the life of the program. Organization is responsible for applicable program compliance requirements and meeting terms of UW's award.

○ Vendor Agreement
   Characteristics: Organization is providing goods and services to the University. Organization provides the proposed goods/services within its normal business operations and provides similar goods or services to the general public. Organization operates in a competitive environment. Organization is serving in an advisory or consulting capacity. Organization is performing routine activities and does not expect to retain the same IP and copyrights as UW.

Explanation and Additional Information:

Questions on Determination: Reference guidance at: https://www.rsp.wisc.edu/awardmgmt/subagmts.html

Include all necessary information and deliver electronic or paper copies:
Subawards to RSP:
David Ngo, Suite 6401 or dvngo@rsp.wisc.edu
Vendor Agreements to Purchasing:
purch@bussvc.wisc.edu