

Office of Research and Sponsored Programs

SUBRECIPIENT MONITORING

What is a subrecipient and subrecipient monitoring?

A subrecipient is a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual that is a beneficiary of such program.

Federal law requires the California State University East Bay (CSUEB) to monitor all subrecipients, as defined in the federal regulations, to ensure that grant compliance and performance objectives are met. Monitoring occurs at the pre-award stage through closeout of an award and involves principal investigators and administrators.

Throughout the award **hit the**

PROJECT CLOSEOUT

What is a project closeout?

Closeout is the process by which the sponsor or passthrough agency determines that all applicable financial and administrative actions and all required work of the Federal award have been completed and takes actions to official close out the award, such as final project and financial reports submitted, final requests to receive monies, confirmations and certifications regarding any inventions, and disposition of federally purchased equipment.

CSUEB also has internal procedures to confirm final reports have been submitted and that the fund is officially zero'd out and all commitments have been completed and all payments have been made.

programmatic and financial). In some cases, if there is identification of

https://www.csueastbay.edu/cisp/files/docs/policies/compensated_effort.pdf

CONFLICT OF INTEREST REPORTING AND TRAINING

What is conflict of interest reporting and required training?

This is a complex issue involving multiple federal regulations, including those related to disclosing potential financial conflicts of interest. Federal agencies and other sponsors who provide external funding have different Financial Conflict of Interest (FCOI) requirements, so for each proposal ORSP and investigators need to confirm which FCOI regulations apply. These include FCOI training requirements, regulations and investigator

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Policy:

<https://www.csueastbay.edu/osp/files/docs/policies/coi-debarment-policy.pdf>

Procedures:

<https://www.csueastbay.edu/osp/files/docs/policies/coi-procedures.pdf>