**MVAC Contract & Supplement Form**

*Instructions:* Complete this form for all new Mississippi Valley Archaeology Center (MVAC) contracts and supplements to current contracts. To initiate review, email ORSP a copy of this completed form accompanied by the contract, detailed budget, subcontract(s) (if applicable), and other relevant documents.

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| **Section I: New Contract** | | | |
| *Complete this section for new contracts.* | | | |
| PI name: | Click or tap here to enter text. | | |
| Co-PI name(s):  *if applicable* | Click or tap here to enter text. | | |
| Direct sponsor[[1]](#footnote-2): | Click or tap here to enter text. | | |
| Prime sponsor[[2]](#footnote-3):  *if applicable* | Click or tap here to enter text. | | |
| Project title: | Click or tap here to enter text. | | |
| Project start date: | Click or tap to enter a date. | Project end date: | Click or tap to enter a date. |
| *Subcontracts (if applicable)* | | | |
| UWL will be: | Receiving subcontract(s) | | |
| List organization(s) and amount(s): Click or tap here to enter text. | | |
| Providing subcontract(s) | | |
| List organization(s) and amount(s): Click or tap here to enter text. | | |
| *Proceed to Section III: Compliance.* | | | |

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| **Section II: Supplement for Current Contract** | | | |
| *Complete this section for supplements to current contracts.* | | | |
| Current contract Grant ID:  *11 digits - GR0000#####* | Click or tap here to enter text. | | |
| PI name: | Click or tap here to enter text. | | |
| Direct sponsor1: | Click or tap here to enter text. | | |
| Project title: | Click or tap here to enter text. | | |
| Supplement start date: | Click or tap to enter a date. | Supplement end date: | Click or tap to enter a date. |
| *Subcontracts (if applicable)* | | | |
| UWL will be: | Receiving new subcontract(s) | | |
| List organization(s) and amounts(s): Click or tap here to enter text. | | |
| Providing new subcontract(s) | | |
| List organization(s) and amounts(s): Click or tap here to enter text. | | |
| Will current subcontract(s) need to have funding added? | Yes | | |
| List subcontract organization(s) and amount(s) to be added: Click or tap here to enter text. | | |
| Briefly describe changes needed to current subcontract(s): Click or tap here to enter text. | | |
| No | | |
| If applicable, summarize any non-budgetary supplement changes (e.g., addition/removal of personnel, expansion of scope of work, etc.). | | | |
| Click or tap here to enter text. | | | |
| Has any information addressed in Section III: Compliance for the initial contract changed for this supplement? | | | |
| Yes – complete Section III: Compliance | | | |
| No – proceed to Section IV: PI Certification | | | |

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| **Section III: Compliance** | |
| *Complete this section for all new contracts and supplements to current contracts that entail a compliance change.* | |
| Check all of the following that relate to the project: | |
| IT resources, including new applications, databases, data sharing, and/or management  Intellectual property concerns including creation of IP or use of proprietary information in proposal  Hiring non-student personnel not currently employed by UWL  Potentially hazardous biological materials (e.g., plants or soils that may be at increased risk for contamination with pathogens) (refer to [IBC](https://www.uwlax.edu/grants/institutional-bio-safety-committee/) for more information)  Highly hazardous chemicals and/or DEA controlled substances  Radioactive materials  X-rays or radiation producing equipment  Financial Conflict of Interest (FCOI) (required for all federal funding, including flow-through and subawards)  Participation of minors (Youth under the age of 18 participating in activities organized, sponsored, or operated by the university. Refer to [Youth Protection](https://www.uwlax.edu/diversity-inclusion/youth-programs/) for more information.) | |
| Does the project involve any of the following activities? Check all that apply. | |
| Project activities in a non-US location (e.g., data collection, subject enrollment)  International travel (e.g., presenting data, conference attendance, investigator meetings)  International shipments (e.g., imports, exports, international purchases/procurement, international shipment or transfer of goods, services, information, or technology)  Foreign subrecipient or other foreign collaborator (funded or unfunded)  Involvement of foreign national working in the US  Financial or in-kind support from a foreign entity | |
| If any of the above are checked: | List all countries: Click or tap here to enter text. |
|  | Briefly describe the foreign activity or involvement: Click or tap here to enter text. |
| Do the sponsor policies or program guidelines contain or refer to any of the following? Check all that apply. | |
| Participation of foreign persons/non-US citizens on this project is prohibited or restricted  An investigator may not publish research results without sponsor’s explicit approval, except for the sponsor’s right to review and exclude their proprietary data from publication  Export controlled  Dual use items (items with potential military or national security applications)  Export Administration Regulations (EAR)  International Traffic in Arms Regulations (ITAR)  Controlled Unclassified Information (CUI) | |
| *Proceed to Section IV: PI Certification.* | |

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| **Section IV: PI Certification** |
| By checking this box, the PI listed in Section I certifies that they understand and agree to the following: I certify that I am a Principal Investigator on the above-referenced proposal or award and that I have identified all space, personnel, equipment and budgetary needs associated with the proposal or award, and that the proposal or award and this form are accurate and complete in all regards, including technical matters, adherence to sponsor's guidelines, budget and required clearances. Further, I certify (1) that the information submitted within the application is true, complete and accurate to the best of my knowledge; (2) that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties; and (3) that I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if an award is issued as a result of the application. |

1. Funding agency awarding the funds directly to UWL [↑](#footnote-ref-2)
2. If applicable, list if the funding originates from a source other than the direct sponsor, e.g., federal funding received through a non-federal or state organization as a subcontract [↑](#footnote-ref-3)