**Consortium/Contractual Arrangements Template with instructions in blue font**

The Consortium/Contractual arrangements upload **should be specific to the proposed project** and explain the programmatic, fiscal, and administrative arrangements to be made between the applicant organization and the consortium organization(s).

As required for NIH grants that include a subaward: The template below provides general programmatic, fiscal, and administrative arrangements and **should be edited as needed to be specific to the proposed project**. If consortium/contractual activities represent a significant portion of the overall project, explain why the applicant organization, rather than the ultimate performer of the activities, should be the grantee. For all subawards, indicate whether the collaborating institution is foreign or domestic.

Note that signatures are not required on this form. The electronic signature of the AOR (SF424 cover) provided upon application submission signifies that the applicant and all proposed consortium participants understand and are aware of the NIH's consortium agreement policy and are prepared to establish the necessary inter-organizational agreement(s) consistent with that policy.

**Consortium/Contractual Arrangements (Sample Language)**

The awardee organization The Research Foundation for The State University of New York - Stony Brook University and the subaward organization [ENTER SUBAWARD NAME] will enter into a contractual agreement to carry out the tasks related to the proposed research. The subaward organization is a [ENTER foreign/domestic] institution.

Personnel from both entities will perform a substantive role in the conduct of the planned research. A formalized agreement whereby the specific level of effort from both consortium organizations and a categorical breakdown of costs such as personnel, supplies, and other allowable expenses including F&A will be executed. Both organizations have experience in the coordination of multiple collaborators.

The appropriate programmatic and administrative personnel of each organization involved in this grant application are aware of the NIH consortium agreement policy and are prepared to establish the necessary inter-organizational agreement(s) consistent with that policy. The Notice of Grant Award will further outline the consortium lead investigator responsible for ensuring proper conduct of the project or program at the consortium site. Further, we understand and acknowledge that NIH may request additional information before the award and may place a special condition(s) on the award.

[ENTER SBU PI Name], is the consortium Principal Investigator responsible for ensuring proper conduct of the project at the research site of The Research Foundation for The State University of New York- Stony Brook University. [ENTER NAME of sub-site PI] is the consortium site PI responsible for ensuring proper conduct of the project at the consortium site of [ENTER NAME of entity].

The terms and conditions of the agreement will stipulate ownership of all data, reports, materials, inventions and if applicable, future use, developed under the subcontract agreement in accordance with NIH Grants Policy Statement Part II: Terms and Conditions of NIH Grant Awards Subpart B: Terms and Conditions for Specific Types of Grants, Grantees, and Activities (Section 15: Consortium Agreements).