

Please complete and email this form to the Sponsored Projects Office at [sponsoredprojects@wou.edu](mailto:sponsoredprojects@wou.edu) for preparation of a subagreement under a Western Oregon University prime award.

The expected processing time is **3 weeks minimum**, so please plan accordingly.

Internal SPO number:

**WOU Principal Investigator:**

**Project Title:**

**Subrecipient Institution Name:**

**Subrecipient Principal Investigator:**

Name:

Email:

**Amount of Subagreement:**

Year 1:

Cost Share required:

Total:

Total Cost Share required:

Initial Budget Period for  
Subrecipient

Start Date:

End Date:

Total Project Period

Start Date:

End Date:

**Progress Reports:**

How often would you like the subrecipient to submit progress reports? Choose an item.

\_\_\_\_\_  
WOU Principal Investigator

\_\_\_\_\_  
Date