**PRINCIPAL INVESTIGATOR SUBAWARDEE MONITORING ASSURANCE**

**For subawards requesting an advance of funds**

**(Attach completed Assurance to PReq)**

To: Division of Sponsored Programs

Re: Subaward to [Organization]

Prime Award #:

Grant Program #:

I am requesting an advance of funds for the above referenced subaward:

* I have attached a signed Request for Advance of Funds that has been submitted by the subawardee.
* I have read and understand all UI Subawardee Monitoring Responsibilities and Advance Payment instructions (<http://research.uiowa.edu/dsp/main/?get=advance-payments>)
* I agree to review and approve all subaward financial reports received under this agreement to assure that work is progressing as expected. All financial reports should be reviewed in detail to assure that expenses are appropriate, reasonable, allowable, and allocable for the subaward project.
* All progress reports, financial reports, or other required closeout documents will be collected from the subawardee in a timely manner in order to meet all subaward terms and conditions.
* I have discussed with my DEO, and the department acknowledges it is responsible in the event the subawardee does not adequately perform the work commensurate with the advance payment and/or meet other requirements, including all required supporting financial documentation.
* If at the close-out of the project, the total expenditures are less than total advanced payments issued by the University, the PI and/or undersigned DEO assumes responsibility for:
  + Ensuring the subawardee reimburses the University for any difference; or
  + Covering the difference with unrestricted funds under the control of the department

I certify that I understand and will adhere to all subaward monitoring procedures listed above.

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PI Printed Name PI Signature Date

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DEO Printed Name DEO Signature Date