

I. Organization Information

Organization Name	
Address	
Dun and Bradstreet Number	

II. Financial Management Information

Does your organization have a financial management system that provides records that can identify the source and application of funds for award supported activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization's financial management system provide for the control and accountability of project funds, property and other assets?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization have a formal, Written policy that addresses pay rates, benefits, time and attendance, leave, discrimination and conflict of interest?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization have a formal written travel policy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization have written purchasing procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization's procurement system allow for free and open competition and eliminate or reduce conflict of interest in the procurement process?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization maintain an inventory for governmental property that identifies purchase date, cost, vendor, description, serial number, location and ultimate disposition data?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization have a written records retention policy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization have general liability insurance?	<input type="checkbox"/> Yes <input type="checkbox"/> No

III. Audit Information

Fiscal Year	From to
Is your organization required to issue audited financial statements? If yes, please provide a copy for the most current fiscal year.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Organization (check all that apply): <input type="checkbox"/> Non-Profit <input type="checkbox"/> Education Institution <input type="checkbox"/> Foundation <input type="checkbox"/> Foreign Entity <input type="checkbox"/> For-Profit <input type="checkbox"/> Industry <input type="checkbox"/> Small Business	
Is your organization required to comply with OMB A-133? If yes, please provide a copy of your most recent current fiscal year A-133 audit. If no, please specify the reason your organization is exempt from OMB A-133: <input type="checkbox"/> Expended less than or equal to \$500,000 of federal funds for the subject fiscal year <input type="checkbox"/> Are a For-Profit entity <input type="checkbox"/> Are a Foreign (non-US) entity <input type="checkbox"/> Other	

IV. Attachments Required (if applicable)

<input type="checkbox"/>	Most recent audited Financial Statements
<input type="checkbox"/>	A-133 Audit Report

V. Authorized Official

Signature of Authorized Official:	
Name (printed):	Date:
Title:	Phone:

<p><u>Penalties and Remedies:</u> Anyone who misrepresents any information on this form for the purposes of securing a subcontract agreement shall:</p> <p>(A) Be subject to immediate termination of the contract;</p> <p>(B) Be subject to all legal and administrative remedies available.</p>
