



Non-Competitive (Direct to Award) Subaward Justification Form

Subaward Program/Solicitation Title: _____

Agency and Division: _____

Name/Email of Agency Contact: _____

Target Date for Solicitation Publication: _____

Proposed Subrecipient(s): _____

Federal Program Name: _____

Assistance Listing (CFDA) and/or Federal Award Identification Number(s) (FAIN): _____

Ongoing or Time Limited Program: _____

1. Is it **required** by the terms and conditions of the federal award(s)? (E.g. subawards determined by federal formula for a specific set of subrecipients)

Yes No

2. If yes, paste CFR reference and citation. Complete only questions 5, 6 and certification.

3. Is it **authorized** (but not required) by the terms and conditions of the federal award(s)?

Yes No

4. If yes, paste CFR reference and citation.

5. Is the agency including conditions/eligibility criteria beyond those established by the federal award(s)?

Yes No

6. If yes, list additional conditions/eligibility criteria. Such criteria must be based on objective qualifications.



7. Are the subrecipients named above the only entities that can carry out the public purpose program on behalf of the agency?
- Yes No
8. How was it determined that the named subrecipients are the only entities qualified to carry out this public purpose program?
9. Why is the subaward amount considered reasonable? (If amounts vary by subrecipient, what is the basis for the calculations?)
10. What efforts were made to get the best value for Rhode Island residents?

I, _____, certify that the above statements are true and complete to the best of my knowledge.

Requestor Name	Title	Date
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Approved by Chief, GMO:

Date

Note: If you have additional information to provide that does not fit in the fields above, please attach additional pages to your request.



Information for Agencies issuing Non-Competitive Subawards

Completed *Non-Competitive Subaward Justification* forms submitted via [GMS User Support](#) no later than 21 calendar days prior to publication of a solicitation in GMS meet the “format and schedule established by the Controller...” as required by 220-RICR-20-00-2.6.2(B) Note: This only applies to subawards, or grants funded in whole or in part with federal funds transferred via a state agency acting as a pass-through entity, or non-federal funds designated as match for federal award(s).

The Grants Management Office (GMO) will review the request and respond in writing to the requesting Agency within 14 calendar days. The Agency may not publish a non-competitive (DTA) solicitation until it has received written (email) approval from the GMO. Approvals for ongoing programs are valid for 5 years from date of approval, absent federal program changes. Approvals for time limited (one-time) programs are valid for the approved FAIN and program only.

Competitive subaward issuance is the preferred method of grant-making, unless otherwise specified in the terms and conditions of the federal award(s). It is the state agency’s responsibility to comply with program requirements established by the federal awarding agency. If your agency limits subrecipient eligibility beyond what is established by the federal awarding agency, such limits must be consistent with applicable laws, regulations, and policies. Personal preferences and existing relationships do not justify limiting eligibility. Your agency must be able to document and justify such restrictions.

UGG’s Part E, Cost Principles, requires that all costs be allowable, reasonable, allocable, and applicable. Your agency may be required to document that costs incurred via a non-competitive subaward are reasonable.

Provide complete information. Forms lacking sufficient detail cannot be approved.