

# NPI SEMEL PRE-AWARD MATRIX

## CONTRACT AND GRANT PROPOSALS

Prime Sponsor (funding agency)	Federal PHS (NIH)	Federal non-PHS	State	Non-Profit or For-Profit	Educational Institution
EPASS	✓	✓	✓	✓	✓
PI Exception Letter (if applicable)	✓	✓	✓	✓	✓
eEDGE Certification*	✓				
Form 740*		✓			
Form 700U (DocuSign)*				✓	
Form 700U Addendum*				✓	
Full Proposal	✓	✓	✓	✓	✓
Budget (Internal Itemized) Budget	✓	✓	✓	✓	✓
Justification	✓	✓	✓	✓	✓

### + SUBAWARD ("OUTGOING SUBAWARD")

Budget	✓	✓	✓	✓	✓
Budget Justification	✓	✓	✓	✓	✓
Scope of Work	✓	✓	✓	✓	✓
Subrecipient LOI form	✓	✓	✓	✓	✓
Multicampus Award form (UC subs only)	✓	✓	✓	✓	✓

## Resources

### Forms

[Form 740](#)  
[Form 740 Supplement](#)  
[Form 700U](#)  
[Form 700U Addendum](#)  
[Form 700U Addendum Supp.](#)  
[Subrecipient LOI form](#)  
[Multicampus Award form](#)

### Links

[EPASS](#)  
[Federal/State Disclosure Matrix](#)  
[PHS Sponsors](#)  
[eEDGE Portal](#)  
[PI Exception Letter](#)  
[Sponsors Exempt from 700U](#)  
[Form 700U Instructions](#)  
[Commonly needed information](#)  
[Templates and other Resources](#)

## SUBAWARD PROPOSALS ("INCOMING SUBAWARD")

Prime Sponsor (funding agency)	Federal PHS (NIH)		Federal non-PHS		State		Non-Profit or For-Profit		Educational Institution		
	Sponsor (applicant)	Non-Profit or For-Profit	State or Educational	Non-Profit or For-Profit	State or Educational	Non-Profit or For-Profit	Educational Institution	Non-Profit or For-Profit	State or Educational	Non-Profit or For-Profit	State or Educational
EPASS	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PI Exception Letter (if applicable)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
eEDGE Certification	✓	✓									
Form 740*			for Prime	for Prime							
Form 700U (DocuSign)*	for Sponsor		for Sponsor		for Sponsor		Prime & Sponsor	for Prime		for Sponsor	
Form 700U Addendum*	for Sponsor		for Sponsor		for Sponsor		Prime & Sponsor	for Prime		for Sponsor	
Budget	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Budget Justification	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Scope of Work	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

### Notes

\*Positive disclosure on Form 740, 700U, or the 700U Addendum requires a Supplemental Form (see forms list)

\*eEDGE Certification is required for some Non-PHS organizations. Please check the [PHS Sponsors list](#).

\*740s are required for CIRM awards

#### Example, Incoming Subaward:

Red Cross is applying to the Department of Defense (DOD) for a grant with UCLA as the subaward.

**Prime Sponsor:** Department of Defense (Federal non-PHS)

**Sponsor (PTE; Pass-Through Entity):** Red Cross (Non-profit)

#### Forms Needed:

- EPASS
- Budget
- Budget Justification
- Scope of Work
- PI Exception Letter (if applicable)
- Form 740 for DOD
- Form 700U for Red Cross
- Form 700U Addendum for Red Cross