

NPI SEMEL PRE-AWARD MATRIX

CONTRACT AND GRANT PROPOSALS

Prime Sponsor <i>(funding agency)</i>	Federal PHS (NIH)	Federal non-PHS	State	Non-Profit or For-Profit	Educational Institution
EPASS	✓	✓	✓	✓	✓
PI Exception Letter <i>(if applicable)</i>	✓	✓	✓	✓	✓
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 <i>(UC subs only)</i>	✓	✓	✓	✓	✓

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 <i>(if applicable)</i>	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
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:

Patient-Centered Outcomes Research Institute (PCORI) 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): PCORI (Non-profit)

Forms Needed:

-EPASS
 -Budget
 -Budget Justification
 -Scope of Work

-PI Exception Letter *(if applicable)*
 -Form 740 for DOD
 -eEDGE for PCORI - Sponsor that follows PHS COI requirement
 -Form 700U for PCORI
 -Form 700U Addendum for PCORI