

Q3. How do I submit a subaward?

A **subaward** is when UT Southwestern sponsors an award from the prime sponsor, and UTSW has an agreement with a subrecipient at another institution.

In this example, the NIH is giving funds to UT Southwestern, who has an agreement with MD Anderson to receive a portion of the award from the NIH. The NIH (prime sponsor) issues funds to UT Southwestern and UT Southwestern (sponsor) then issues funds to MD Anderson.



Once the SPA Non-Industry Contracts team receives a contract via Outlook, the Subaward inbox, or as a SPA ServiceNow ticket, they will contact the requesting department to begin the SPA contract review in eAgreements.