



## CONSULTANT COMMITMENT FORM

**All consultants should submit this form when submitting a proposal to Florida International University (FIU). This form provides a checklist of documents and certifications required by sponsors, as well as consultant approval for this submission.**

CONSULTANT'S NAME: \_\_\_\_\_  
 FIU'S LEAD PI: \_\_\_\_\_ PRIME SPONSOR: \_\_\_\_\_  
 SUBMITTED PROPOSAL TITLE: \_\_\_\_\_  
 PERFORMANCE PERIOD BEGIN DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

### SECTION A - Proposal Documents

The following documents are included in our subaward proposal submission and covered by the certifications below (check as applicable):

- STATEMENT OF WORK (required)
- BUDGET AND BUDGET JUSTIFICATION (required)
- CONSULTANT COMMITMENT FORM, completed and signed by consultant (required)
- Biosketches and Other Support of all Key Personnel, in agency-required format
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

### SECTION B – Compliance Review and Certifications

**1. Cost Sharing**     yes     no    Amount: \_\_\_\_\_  
 Cost sharing amounts and justification must be included in the consultant's budget. If yes annual cost share certifications will required.  
 The third party cost share certification form is available at <http://research.fiu.edu/forms/awardAdministration/certificationOfThirdPartyCostShare.doc>.

**2. Conflict of Interest (applicable to NIH, NSF, or any other sponsor that has adopted the federal financial disclosure requirements)**

- Not applicable because this project is not being funded by NIH, NSF, or any other sponsor that has adopted the federal financial disclosure requirements.
- Consultant hereby certifies that he/she has an active and enforced conflict of interest policy that is consistent with the provision of 42 CFR Part 50, Subpart F, "Responsibility of Applicants for Promoting Objectivity in Research." Consultant also certifies that, to the best of his or her knowledge (1) all financial disclosures have been made related to the activities that may be funded by or through a resulting agreement, and required by their conflict of interest policy; and (2) all identified conflicts of interest have or will have been satisfactorily managed, reduced, or eliminated in accordance with consultant's conflict of interest policy prior to the expenditure of any funds under any resulting agreement.
- Consultant does not have an active and/or enforced conflict of interest (COI) policy and hereby agrees to abide by FIU's COI policy, available at [http://policies.fiu.edu/record\\_profile.php?id=572](http://policies.fiu.edu/record_profile.php?id=572). Consultant must complete the Investigator Report of Financial Interest in Research form and submit that form together to FIU with this Consultant Commitment Form.

**3. Debarment, Suspension, Proposed Debarment**

The Consultant certifies that he/she: (answer all questions below)

- is     is not    presently debarred, suspended, proposed for debarment, or declared ineligible for award of federal contracts
- is     is not    presently indicted for, or otherwise criminally or civilly charged by a governmental entity
- has     has not    within three years preceding this offer, has been convicted of or had a civil judgment rendered against him/her for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property
- has     has not    within three (3) years preceding this offer, had one or more contracts terminated for default by any federal agency

### SECTION C – Additional Information

If any of the responses to Item B. 3 above is yes, please provide additional information below. Attach additional sheets if necessary.

### CONSULTANT COMMITMENT FORM

#### APPROVED FOR CONSULTANT

The information, certifications, and representations above are true and correct. I am prepared to enter into a consultant agreement consistent with the policies of the project sponsor at FIU. Any work begun and/or expenses incurred prior to execution of a consulting agreement are at my own risk.

\_\_\_\_\_  
(Signature of Consultant)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Type or print name of Consultant)

\_\_\_\_\_  
(City, State, Zip)

\_\_\_\_\_  
(Email)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(Fax)

#### FIU Use Only

FIU PI please explain the selection of the proposed Consultant for this proposal. Attach additional pages if necessary.

\_\_\_\_\_  
Signature of FIU PI

\_\_\_\_\_  
Type or print name of FIU PI

\_\_\_\_\_

\_\_\_\_\_  
(Date)