COMPLETING SECTION 13 – SPONSOR

The OSP Contract Officer (“CO”) will enter the following information into the OSP Proposal & Award Acceptance Workflow (“Proposal Workflow”).

1. Sponsor Name

Enter the sponsor’s name (i.e., the party from which Boise State is directly receiving funding). The CO will need to look up the correct name for the sponsor in InfoEd.

2. Agreement Funding Source

2.1. In the drop down box, choose the agreement funding source.

2.2. If the agreement funding source is “FE – Federal” or “FT – Federal Flow-Through,” then a new field will open that requires the CO to enter the Catalog of Federal Domestic Assistance (“CFDA”) number. The “Click here for more information about CFDA numbers” hyperlink will provide detailed information and search capabilities for identifying the CFDA number.
If the award is a Federally-funded flow-through “contract” (as opposed to flow-through “Federal financial assistance”), enter the CFDA number as the two-digit agency number followed by “.XXX” (e.g., “81.XXX” for the U.S. Department of Energy). To look up the Federal sponsor’s two-digit agency number, first go to the [CFDA website](https://www.cfda.gov/) and click on the “Agencies” tab in the menu bar. Next, search for the agency’s name in the “Keywords” field (e.g., “Department of Energy”). The two-digit agency number will be located in the column to the left of the “Program Title.” See below.