COMPLETING SECTION 17H – AGREEMENT TERMS & CONDITIONS

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

1. Notes (Overall)

The CO will type any additional notes (i.e., that haven’t been covered elsewhere in the Proposal Workflow) that will be needed for post-award administration activities.

Note: At the end of this “Notes (Overall)” section, the CO will add a section that is for OSP Financial Tech use only (e.g., for award setup in Oracle Financials Cloud). These notes will provide instructions about: (i) technical reporting requirements; and (ii) certain other specific deliverables that are required to appropriately manage the award.

This Financial Tech area will not contain an exhaustive list of required deliverables, and it is the Financial Tech’s responsibility to add the required deliverables in OFC (e.g., financial information found in Section 17A, such as invoicing/draws and financial reporting; intellectual property requirements in Section 17B; property requirements in Section 17E; Subrecipient Single Audits; cost share affidavits; etc.).

An example follows:

**** OSP FINANCIAL TECH USE ONLY ****

<insert general notes to FT here>

DXX - <Name of Report per Award Document>: <language from contract, e.g., “Due 60 days after the end of the term”> (xx/xx/20xx). See <citation>. (Add any additional comments here).

Note: use “other” as the DXX name if there is a deliverable that does not fit into the post-award manual list of deliverables but there is a firm due date.