

DAY 0 AUTOMATED EMAIL – SUBAWARD ENDED

To: Sub-awardee GMS, UW C/S/D GMS, and UW-Madison Dept Contact

This is an automated notice from a non-monitored email address based on the current award end date on file.

Our records indicate that your subaward agreement has reached its end date.

If you are anticipating an extension, modification, or other amendment to the agreement, please note that one may be forthcoming. If you have been in communication with the project team regarding continued work, no action is required at this time beyond coordinating with your project contacts as needed.

If the project has concluded, please submit your final invoice in accordance with the deadline specified in the "Method of Payment" section of your subaward agreement. Submission of final invoices by the contractual deadline is required to facilitate award closeout and fulfillment of reporting obligations to the prime sponsor.

Please note that invoices received after the deadline established in the subaward agreement may be deemed unallowable and may not be reimbursed. Failure to submit a final invoice within the required timeframe may result in forfeiture of the right to payment for otherwise allowable costs.

If you have questions regarding the status of your subaward or final invoice requirements, please contact us at your earliest convenience.

Thank you for your partnership and cooperation.

Office of Research & Sponsored Programs

UW-Madison