

NYS MASTER CONTRACT FOR GRANTS

INSTRUCTIONS FOR COMPLETING FACE PAGE:

SIMPLIFIED RENEWAL CONTRACT

A Simplified Renewal contract is one written for a project that is expected to span two or more years, but for which funding beyond the initial period cannot be reliably predicted, and annual budgets and work plans are expected to be variable. This format is particularly applicable to a project expected to be carried out in phases (startup, implementation, performance...). The Multi-Year Agreement section is not used for the Simplified Renewal contract type.

- *Contract Type* – Simplified Renewal.
- *Transaction Type* – New.
- *Current Contract Term From and To* dates are the start and end dates of the entire contract.
 - Enter in 10-character format: mm/dd/yyyy.
 - *Current Contract Period* includes the start and end dates of the initial contract period (e.g., the Term may be for three years, but the initial period is for only the first twelve months).
- *In the Contract Funding Amount* section, enter the amount allocated for the the first period of the contract in the *Current* field. Enter numbers only – the field is formatted to insert currency punctuation.
 - Note that the Budget and the scope of the Work Plan should encompass only the anticipated expenditures and work to be performed during the initial period.

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STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

STATE AGENCY (Name & Address):	BUSINESS UNIT/DEPT. ID: CONTRACT NUMBER: CONTRACT TYPE: 'Multi-Year Agreement 'Simplified Renewal Agreement 'Fixed Term Agreement
CONTRACTOR SFS PAYEE NAME:	TRANSACTION TYPE: 'New 'Renewal 'Amendment
CONTRACTOR DOS INCORPORATED NAME:	PROJECT NAME:
CONTRACTOR IDENTIFICATION NUMBERS: NYS Vendor ID Number: Federal Tax ID Number: DUNS Number (if applicable):	AGENCY IDENTIFIER: CFDA NUMBER (Federally Funded Grants Only):
CONTRACTOR PRIMARY MAILING ADDRESS: CONTRACTOR PAYMENT ADDRESS: 'Check if same as primary mailing address	CONTRACTOR STATUS: 'For Profit 'Municipality, Code: 'Tribal Nation 'Individual 'Not-for-Profit Charities Registration Number: Exemption Status/Code: 'Sectarian Entity
CONTRACT MAILING ADDRESS: 'Check if same as primary mailing address	

Contract Number: # _____

