

Interim (through 11/1/2025)

Non-FDP Subrecipient Entity Profile Lookup

With the implementation of PERA, Subrecipient Entity Profiles for Non-FDP Expanded Clearinghouse Entities are being transitioned to PERA.

Non-FDP Entity Profiles received prior to 11/1/2024 are viewable in Perceptive Content and included in the SPS Entity Profile Report 11-1-2024.xlsx located here: K:_DeptAll\PreAward\2. Proposal Preparation\Subrecipient Documentation

*Entity Profiles will not be moved to PERA unless the Entity is included in a proposal.

Non-FDP Entity Profiles received after 11/1/2024 are viewable in the organization profile in PERA.

Determining if a New/Updated Entity Profile is Required

- Determine the Type of Subrecipient
 - Search the FDP Expanded Clearinghouse to verify if the subrecipient is a participant:
<https://fdpclearinghouse.org/organizations>
 - If YES: Use the FDPEC Profile – No Entity Profile is required.

- If NO: Review the SPS Entity Profile Report and PERA Organization Profile.

Check the SPS Entity Profile Report for the Subrecipient Name

- View the SPS Entity Profile Report 11-1-2024.xlsx file to determine if the entity has a valid (past 12 months) Entity Profile on file.

Drawer Name	Sponsor Number	Sponsor Name	Fiscal Year	Object Type Name	Page Count	Creation Time	Modified Time
SPS Post Award	403883	University of Toronto	2024	SPS Subrecipient Entity Profile	3	Sep 10, 2024 8:52:40 AM	Sep 10, 2024 8:52:42 AM
SPS Post Award	403905	University of Utah	2024	SPS Subrecipient Entity Profile	4	Mar 5, 2024 9:46:32 AM	Mar 5, 2024 9:47:41 AM
SPS Post Award	404712	South Dakota State University	2024	SPS Subrecipient Entity Profile	4	Apr 30, 2024 8:32:12 AM	Apr 30, 2024 8:32:13 AM
SPS Post Award	405456	North Dakota State University	2024	SPS Subrecipient Entity Profile	4	Jun 5, 2024 12:53:55 PM	Jun 5, 2024 12:53:56 PM

- If in Perceptive Content: Access the Entity Profile Information in Perceptive Content.
 - Find the Entity Profile in Perceptive Content per the Instructions in "Perceptive Content Entity Profile for Pre-Award.pdf"

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- Download ALL files related to the Subrecipient Entity.
- Email downloaded files to perahelp@purdue.edu, requesting upload to PERA.
- If Not in Perceptive Content:

Check the PERA Organization Profile for the Entity Profile Upload

- Access the PERA Organization Profile via the Custom Reports "Organization Table" report.
 - Search for the Subrecipient Name.

Organization Table

Search in ? Name

ID	Name	Company Category.ID	Parent Organization.ID	Is Foreign	Business Address	Business.City	Business.State or Province
431497	South Dakota Agri-Business Assoc	Private Non-Profit		no	320 E. Capitol Ave.	Pierre	South Dakota
407668	South Dakota Dept of Transportation	State Government		no			
404712	South Dakota State University	Inst Higher Learning		no	Box 2201 SAD 200	Brookings	South Dakota

- Click on the Subrecipient Name. The Organization Profile will open.

South Dakota State University

Category: Inst Higher Learning **Web page address:**

Parent: **SAM UEI:** DNZNC466DGR7

Created: Tuesday, September 24, 2024 1:20:50 PM

Modified: Monday, May 12, 2025 11:31:26 AM

Contact Information **Properties**

- Select the Properties tab. Within the properties tab, varying levels of information will be available for each organization.

Does the subrecipient have a negotiated indirect cost rate or experience setting up such a rate? Yes

▪ **Rate agreements:**

Name	
 Entity Profile(0.01)	...
 F&A Rate Agreement(0.01)	...
 Fringe Rate(0.01)	...

- Scroll to the bottom of the page to the “Rate Agreements” section.
- If an Entity Profile has been received since Go-Live, The Entity Profile and any other files provided by the subrecipient will be available for viewing.

Does the subrecipient have a negotiated indirect cost rate or experience setting up such a rate? Yes

▪ **Rate agreements:**

Name	
 Entity Profile(0.01)	...
 F&A Rate Agreement(0.01)	...
 Fringe Rate(0.01)	...

▪ **Comments:**
Entity Profile signed 4/30/2025

- The Comments section will provide the date the latest Entity Profile was signed. This date must be within the past 12 months.
 - If the date is older than 12 months, request a New Entity Profile from the Subrecipient.

- If an Entity Profile has NOT been received since Go-Live, a new or updated Entity Profile is required. Send a form to the subrecipient for completion.
 - When returned, send the completed Entity Profile and any rate agreements or organization specific documentation to perahelp@purdue.edu, requesting upload to PERA.