

SAMPLE PUSH-BACK LANGUAGE

I am writing to let you know that [YOUR OWN INSTITUTION'S NAME] is a Participating Organization in the FDP Expanded Clearinghouse. It is my understanding that your organization is also a Participating Organization. As a part of the FDP Expanded Clearinghouse Initiative, both our organizations have agreed that we will not send or require completion of subrecipient commitment forms, but will instead use our profile that is posted on-line at the FDP Expanded Clearinghouse site (<https://fdpclearinghouse.org/organizations>).

Please use my profile to obtain the information you need. If you have transaction-specific requirements, I will be happy to provide those but I will need you to tell me precisely what you need via an email or a transaction-specific request form (one that does not also include data elements found in our profile.)