

RESEARCH **ADMINISTRATION RAMP MANAGEMENT** PORTAL

RAMP GRANTS: HOW TO UPLOAD AWARD DOCUMENTS

Upload New Award Documents - Study Staff

1. From the Grants page, click the Funding Proposal tab, then click the Sponsor Review tab and click on the name of the Funding Proposal for which a Notice of Award has been received.

ADMINISTRATION M P MANAGEMENT PORTAL	STAGE			•					Hello, F	Rebecca Sim
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	FP00000058	03-09-20 CAP Federal- 2	(Edit) •	Pending Sponsor Review Award Anticipated	Simms	National Science Foundation	Funding Submission	3/27/2020	Wammack	Chemical Engineering
	FP00000153	0323 JGG Federal	(Edd) •	Pending Sponsor Review	Simms	National Institutes of Health	Funding Submission	6/15/2020	Wagner	Chemical Engineering
	FP0000004	Awarded FP for Testing_32	(Edit) •	Pending Sponsor Review	Simms	National Institute of Dental	Funding Submission	3/27/2020	Wagner	Chemical Engineering
	FP00000047	Awarded FP for Testing_33	(Edit) •	Pending Sponsor Review	Simms	National Institute of Dental	Funding Submission	3/27/2020	Wagner	Chemical Engineering
	FP00000048	Awarded FP for Testing_34	(Edit) •	Pending Sponsor Review	Simms	National Institute of Dental	Funding Submission	3/27/2020	Wagner	Chemical Engineering
	FP00000049	Awarded FP for Testing_35	[Edt] +	Pending Sponsor Review	Simms	National Institute of Dental	Funding Submission	3/27/2020	Wagner	Chemical Engineering
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- FP00000046 Funding Proposal Pending Awarded FP for Testing_32 Proposal Information Budget Information PD/PI: Rebecca Simms 4/1/2020 Starting Date: Next Steps Department: Chemical Engineering Number of Periods: 2 Specialist: Richard Wagner Total Direct: \$720,500 National Institute of Dental \$378,108 Sponsors: Total Indirect: \$1,098,608 3/24/2020 Internal Submission Deadline: Total: SF424 Link: **Create Document Revi** Team Disclosure Status Budgets SF424 Summary History Reviewers Attachments Financials Reviewer Notes Related Projects Change Log Working Budgets Manage Ancillary Reviews Name SmartForm - Date Modified State Funding Source Total In Financials? % Manage Sponsor Budget (Edd. -3/6/2020 4:44 PM \$1,098,608 yes Under Review Federal Relationships Manage Tags page 1 of 1 → 1 items 10 / page ▲ Add Attachments Copy ▲ Notify SPO of Grant Status Send Em Manage Guest List P Add Comment
- 2. On the proposal workspace, click Notify SPO of Grant Status activity.

3. On the **Notify SPO of Grant Status** form, select "Award Received," add any appropriate comments, drag and drop the award documents, and click **OK**.

1. Grants status: Award Anticipated Award Anticipated IT Info Requested Not Funded Withdraw Submission (Proposal Not Reviewed) Award Received Award Received Other Clear 2. Comments: Please find attached the Notice of Award from the sponsor. 3. Documents: Image: Amark Amarka and Amarka	Notify SPO of Grant Status	
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SPO Status

The proposal transitions to the Confirmation state and an email notification is sent to the assigned Specialist.

Assigned Specialist Response

The assigned Specialist reviews the documents provided by the Study Staff and performs the "Award Letter Received" activity.

Award Letter Received	
1. * Direct sponsor award ID: R01ND7842569	
2. Expected direct sponsor decision date:	
3. * Actual date of direct sponsor decision: 4/15/2020	
4. Current proposal grand total: \$1,098,608	
5. Comments or notes for this award:	
An award record will be created for this Funding Proposal.	
6. Direct sponsor award documents:	
+ Add	
Name	
New Award.pdf(0.01)	

Award Notification Received

The Funding Proposal moves to the

state and an email notification is sent to the PI.

NOTE: If the documentation is determined not to be an award notice, the Specialist may return the Funding Proposal to the "Pending Sponsor Review" state.