

RESEARCH ADMINISTRATION MANAGEMENT PORTAL

## RAMP GRANTS: HOW TO CHECK THE PROGRESS OF AN ANCILLARY REVIEW

As a user with Read or Edit rights to a proposal/award record, you can check the progress of any ancillary review(s) that has been assigned. (See How to Assign Ancillary Reviewers.)

## To check the progress of an ancillary review

1. From My Inbox or one of the tabs on the appropriate Grants page, open the proposal/award whose ancillary reviews you want to check.



**NOTE:** The funding proposal continues through the workflow process so, depending on the state, the funding proposal may not be in the PI's My Inbox.

Funding Proposal         Complex Projects         Awards         Document Review         Reports         Help Center           Funding Proposal         Proposal         Proposal         Complex Projects         Proposal         Complex Projects         Complex Proje	PORTAL >> Dashboa	rd Agreem	ents F	acilities	Grants		IACUC	IB	в	SF424 Cen	ter
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2. Open the funding proposal workspace and click the **Reviewers** tab.

Budgets SF	424 Summary	History	Reviewers	Attachments	Financials	Reviewer Notes	Related Projects	Change Log			
Contacts	Contacts										
<b>Name</b> Michael Ha Rebecca S Chad Duffy	arrington Simms Y		<b>Organizatio</b> Chemical Er Chemical Er Chemical Er	n <b>n</b> ngineering ngineering ngineering		Phone 850-410-6151 850-644-3347 850-644-5260	Email mharrir test@te cduffy@	ngton2@fsu.e est.edu @fsu.edu	du		
Reviewers											
The followi	ing people will	I review	this proposa	al and provide	organizatio	onal approval					
Current Ste	ep: 0										
Approval Ste	ep 1										
Michell David A	le Claycomb Amwake										
Approval Ste	ep 2										
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Ancillary	Review										
Review Ty	/pe		Person	Orç	ganization	Require	ed Comp	oleted	Accepted		
Data Priva	icy/Security		Diana K	ey		yes	no				

- 3. Examine the Ancillary Review area at the bottom of the page to see:
  - All ancillary reviews assigned for this proposal/award.
  - Whether they were assigned to individuals or organizations.
  - Whether they are required.
  - Whether they have been completed.
  - Whether the reviews found the proposal/award to be acceptable.