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.
2. Open the funding proposal workspace and click the **Reviewers** tab.

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.