

UFIRST Award Mod Process

UFIRST Award Modification State	Activity	Responsible Party
Draft	Only used if DSP or C&G creates mod. DSP can edit SmartForm; DSP reviews mod documents	DSP
Pending Responsible Unit Edits	Unit can edit SmartForm; PI and Key Personnel can complete compliance activities and training	Unit
Awaiting Advanced Spending Authority	Unit can no longer edit SmartForm; Advanced spending request triggered; Unit approves or disapproves advanced spending	Unit Fiscal Authority
Pending Compliance Activities	Unit can no longer edit SmartForm; PI and Key Personnel complete compliance activities and training	PI/Key Personnel
Pending Protocol Approval	Unit can no longer edit SmartForm; waiting for IRB or IACUC protocol activation	PI/Unit
DSP Review	DSP reviews complete mod record	DSP
Awaiting Sponsor Approval	Information for mod has been sent to the sponsor for approval	Sponsor
DRC Review	RISC reviews mod record	RISC
Contracts and Grants Review	C&G reviews mod record and initiates integration into myUFL	C&G
Pending myUFL Integration	myUFL integration has been triggered; data is gathered and moved between systems	C&G
Complete	Mod is complete; Changes have been integrated into parent award	PI/Unit