# Grants and Contracts
# Post-Award Process

President, Director, PI, Dean or other interested party receives award notification and forwards to ORSP for review.

ORSP reviews award notification, if acceptable, sends documents to OGAC for review.

OGAC reviews documents, if necessary sends for legal review, if acceptable sends documents to Provost for signature.

Provost signs and forwards official award letter to OGAC for distribution to ORSP and PI. OGAC will schedule Post-Award meeting with PI.

"Application for new account form" is completed and submitted to Comptroller's Office. Supporting documents will include award letter, copy of contract and FAMIS budget.

Comptroller's Office establishes account and sets up FAMIS budget.

Comptroller's Office distributes account information to OGAC, PI, Dean and ORSP.

Director of OGAC, ORSP, and PI meet to review grant to include budget and program monitoring responsibilities.

Implement Grant

ORSP – Office of Research & Sponsored Projects
OGAC – Office of Grants & Contracts
PI – Principal Investigator