

New Award Review COS

Participants	
Principal Investigator:	
Co-Principal Investigator(s):	
Department L5 Accountant:	
COS Pre-Award:	
COS Post-Award:	
Other(s):	
Contract/Grant Basics	
College: Department & OUC:	
Program Type:	
Amount of this Action:	
Period of Performance with this Action:	
Total Anticipated Amount:	
Total Anticipated Period of Performance:	
<i>Award contains the following:</i>	
<ul style="list-style-type: none"> ✓ Personnel (See more details below in personnel section) ✓ ✓ Budget restrictions ✓ Technical tasks and deliverables <ul style="list-style-type: none"> • ✓ Special Terms and Conditions <ul style="list-style-type: none"> • F 	

Important Deadlines

Important sponsor & internal deadlines:

- ✓ Progress Report:
- ✓ Technical Task & Deliverables:
- ✓ Invoicing / Payment T&C:
- ✓ 1st No Cost Extension request:

- ✓ Sponsor & Internal Close-out deadlines:

*****Failure to comply with annual progress reports and final technical reports not only affects future funding for the department and college, but could impact the entire University.*****

Cost Share

Award includes the following cost-sharing:

✓

Personnel

Verify personnel effort: (for TEARS set up:

WRS- Review

<ul style="list-style-type: none"> ✓ Budget entered in the Wolfpack Reporting System (WRS) correctly reflects sponsor approved budget in award (see attached) ✓ Facilities and Administrative (F&A) is correct?

Additional Comments

<ul style="list-style-type: none"> ✓ Do you have any concerns regarding terms and conditions of award? ✓ ✓ Are any project modification(s) required prior to spending? ✓ Are additional segments needed for this award? ✓ Any additional comments you would like noted:
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College of Sciences Roles & Responsibilities PLEASE NOTE: We are all responsible for compliance & integrity
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<i>Who:</i>	<i>Roles by transaction:</i>
Department L5 Accountant:	<ul style="list-style-type: none"> ✓ Voucher Entry ✓ Journal Voucher Entry ✓ NextGen Entry ✓ GA-1 Entry ✓ PMR Entry ✓ Chartfield Entry ✓ SDC Entry ✓ Equipment Entry ✓ Project Reconciliation
Department Business Officers:	<ul style="list-style-type: none"> ✓ Voucher Approval ✓ MarketPlace Approval ✓ Travel Authorization Approval ✓ NextGen Approval ✓ GA-1 Approval ✓ Additional Compensation Entry
College of Sciences Accountant:	<ul style="list-style-type: none"> ✓ Journal Voucher Approval ✓ Travel Reimbursement Approval ✓ PA-7 Approval ✓ IDT/ IDJ Approval ✓ PMR Approval ✓ Equipment Approval ✓ SDC Approval ✓ Closeout Approval ✓ Additional Compensation Approval
College of Sciences, Director of Research Administration:	<ul style="list-style-type: none"> ✓ PMR Approval ✓ Chartfield Approval ✓ Closeout – TEARS & Final Approval

Other: PI, Graduate Student, Lab Assistants, listed traveler (see details)	<ul style="list-style-type: none"> ✓ MarketPlace Entry- PI, GSR, Lab Assistant, etc. ✓ Travel Authorization/ Reimbursement Entry- Traveler ✓ PA-7 Entry- Dept. HR Assistant ✓ IDT/IDJ Entry- Dept. or Service Center
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Signatures

By signing all parties have reviewed the new award checklist, provided additional comments in advance of the new award meeting (if applicable), and agree that all information provided in final checklist meet with their approval.

Principal Investigator:	
Co-Principal Investigator(s):	
Department L5 Accountant:	
COS Pre-Award:	
COS Post-Award:	
Other(s):	