

Award Review and Approval

Workday is the official system of record for Sponsored Awards. GeauxGrants is used to capture additional award information, store award documents, and capture Principal Investigator (PI) approval of award terms and conditions.

Notification from GeauxGrants

- An email will be sent to the PI from GeauxGrants. PI can access the record from the email by clicking the “Log In” hyperlink.

AWD-AM250271 - REQUIRES YOUR APPROVAL!

ITS BA Test Account
To: ITS BA Test Account
Retention Policy: 1 Month Delete (30 days)
i This item will expire in 30 days. To keep this item longer apply a different Retention Policy.

Expires: 11/16/2024
Thu 10/17/2024 11:18 AM

Reply Reply All Forward Print More

Dear (L17) Mike the Tiger
Congratulations, your project entitled Testing Test Test Test has been funded/amended. To review your award:

1. Log in to GeauxGrants via myLSU and click the blue Record Number in Assignments.
2. Review the documents on the Attachments Tab.
3. After reviewing the documents and below certifications, indicate your approval of the Sponsor's terms and PI Certifications by clicking "I am Done" in your Assignments. If you do not agree with the terms or have any concerns, please provide Comments before clicking done.

Click [here](#) for a how to guide. **PI Certification** By providing your approval, you agree that you will serve as the primary individual responsible for the technical progress, scientific integrity, and fiscal and administrative management throughout the period of the project and agree to manage project funds in a prudent manner and expend funds to directly support the project in accordance with the restrictions imposed by the Sponsor's terms and conditions and University policy. If this is a federally funded project, you certify that you will fulfill your effort commitments on this and all existing projects, and you will request sponsor prior approval to reduce effort commitments by more than the permitted amount allowed by the terms and conditions or to disengage from the project for more than three months. If funding has been reduced, you certify that the original scope of work can be completed. If this is not correct, please include in the Comments section before clicking "I am Done." Please contact the [Office of Sponsored Programs](#) if you have any questions or need more detailed information.
[Log In](#)

- Alternatively, the PI can log in to GeauxGrants using their myLSU Credentials at <https://www.lsu.edu/geauxgrants/>. Under Assignments, click on the corresponding Record Number to open your Assignment.

Assignments Open ▾ Your action items ▾

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Module	Record Number	Record Owner	Object	Assignment Type	Record Status	Subject	Assigned
<input type="checkbox"/>	Award Tracking	AWD-AM241277	Tiger, (L17) Mike the	Award Increment	Action Item	PI Award Review	AWD-AM241277 REQUIRES YOUR APPROVAL!	08-Nov-2024 1:09:12 PM
<input type="checkbox"/>	Proposal Tracking	AM241277-01	Tiger, (L17) Mike the	Initial Application	Dashboard	Routing	Review needed for Modification Request for Proposal AM241277-01; PI Test (L17) Mike the Tiger due	08-Nov-2024 1:15:35 PM
<input type="checkbox"/>	Proposal Tracking	AM250645	Tiger, (L17) Mike the	Initial Application	Dashboard	Routing	Review needed for Other Miscellaneous Agreement AM250645; PI Test (L17) Mike the Tiger due	12-Nov-2024 8:43:59 AM
<input type="checkbox"/>	Proposal Tracking	AM250650	Tiger, (L17) Mike the	Initial Application	Dashboard	Routing	Review needed for Proposal AM250650; PI Test (L17) Mike the Tiger due	15-Nov-2024 11:24:22 AM
<input type="checkbox"/>	Proposal Tracking	AM250646	Tiger, (L17) Mike the	Initial Application	Dashboard	Routing	Review needed for Proposal AM250646; PI Test (L17) Mike the Tiger due	18-Nov-2024 8:50:03 AM

Task/Assignment Page

- Step 1: Click the Record Number hyperlink to open Award Tracking and review the award document.

I am done Close

Assignment

Drag a column header and drop it here to group by that column

Mod...	Record Nu...	Record O...	Object	Assignment ...	Record St...	Subject	Assigned
Award Tracking	AWD-AM250271	Tiger, (L17) Mike the	Award Increment	Action Item	PI Award Review	AWD-AM250271 - REQUIRES YOUR APPROVAL!	17-Oct-2024 11:18:26 AM

Record Title: Testing Test Test Test

Record Primary Department: LSUAM | Sch of VETM | Pathobiological Sciences | CC00293

Record Primary Sponsor: University of Rhode Island

Dear (L17) Mike the Tiger
 Congratulations, your project entitled Testing Test Test Test has been funded/amended. To review your award:

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Finalize Assignment

Supporting Attachments (Optional) [Add](#)

No Attached Documents

Comments:

Next Step/Decision: PI Review Completed

Assign to: Automatic as per configurations.

- This will open up the Award Increment Detail.

Award AWD-AM250271

Done Save AWD-AM250271 Testing Test Test Test
 Test (L17) Mike the Tiger - LSUAM | Sch of VETM | Pathobiological Sciences | CC00293

Award Increment Detail - Last Updated on 17-Oct-2024 11:18:24 AM ⓘ

Award Date 17-Oct-2024	Award Number 1236547	Award Type Initial Award
Start Date 01-Nov-2024	End Date 31-Oct-2025	Document Number Initial award

Award Versions

Date	Number - Name	By	Active	Status	Amount	Open
17-Oct-2024	1 - Initial	Josh Steven Boudreaux	<input checked="" type="checkbox"/>	Active	196,803.18	

Facilities and Administration Costs

Institution Base/Target Scheme Show

Base Manual Rate Manual (use adjacent box) 49,000

Sponsor Calculation Method Auto (predefined bases/rates)

- Step 2: Click on Attachments tab in left menu to see award document. Click File Name to open document.

AWD-AM250271 Testing Test Test Test (L17) Mike the Tiger - LSUAM | Sch of VETM | Pathobiological Sciences | CC00293

Summary
Award Increments (1)
Related Proposals (1)
Status History
Assignments
Communications (1)
Attachments (1)

Attachments - Last Updated on 17-Oct-2024 11:18:24 AM

Name	Category	Folder	Versions	Last Updated	Select
Test Award Doc	Notice of Grant Award	ROOT	1	17-Oct-2024 11:17:15 AM	<input type="checkbox"/>

- Step 3: PI will click Done to exit Award Tracking Record.

AWD-AM250271 Testing Test Test Test (L17) Mike the Tiger - LSUAM | Sch of VETM | Pathobiological Sciences | CC00293

Summary
Award Increments (1)
Related Proposals (1)
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Attachments - Last Updated on 17-Oct-2024 11:18:24 AM

Name	Category	Folder	Versions	Last Updated	Select
Test Award Doc	Notice of Grant Award	ROOT	1	17-Oct-2024 11:17:15 AM	<input type="checkbox"/>

- Step 4: Go back to Assignments action item. On Assignment page the PI will add any comments for OSP regarding the award terms in the Comments Box at the bottom and then click "I am Done" in top right corner. Clicking "I am Done" also provides PI certification regarding award. Award document will be sent back to OSP for review.

Assignment

Click "I am Done" to approve award

Mod...	Record Nu...	Record O...	Object	Assignment ...	Record St...	Subject	Assigned
Award Tracking	AWD-AM250271	Tiger, (L17) Mike the	Award Increment	Action Item	PI Award Review	AWD-AM250271 - REQUIRES YOUR APPROVAL!	17-Oct-2024 11:18:26 AM

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Finalize Assignment

Supporting Attachments (Optional) Add
No Attached Documents

Comments:

Next Step/Decision: PI Review Completed
Assign to: Automatic as per configurations.

Add any comments for OSP review before clicking "I am Done"