



Updating a Funding Proposal to Award Notification Received

1. Click on the MyFunding tab and search for the funding proposal being awarded.



2. From the proposal WorkSpace select the Funding Anticipated activity.

[Funding Anticipated](#)

This will update the state of the proposal to Pending Sponsor Review Award Anticipated.

3. When documentation arrives select the Award Letter Received activity.

[Award Letter Received](#)

4. Complete the Award Letter Received SmartForm and click OK.

1. * Direct sponsor award ID:

12345

2. Expected direct sponsor decision date:

3. * Actual date of direct sponsor decision:

4/17/2025

4. Current proposal grand total:

\$535,840

5. Comments or notes for this award:

6. Direct sponsor award documents:

+ Add

Name

There are no items to display