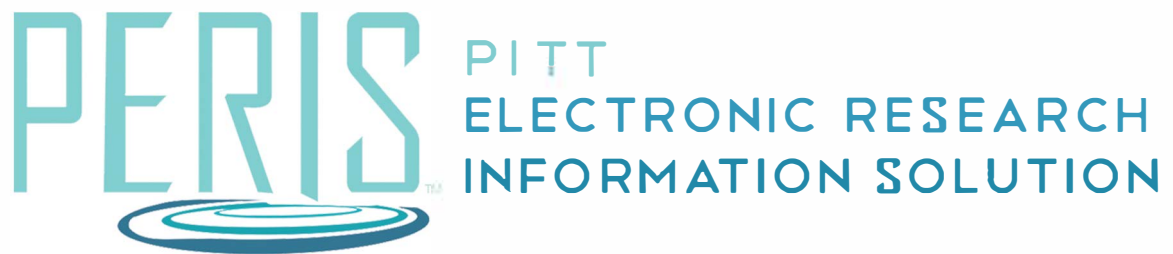




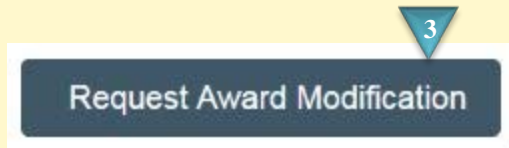
University of Pittsburgh



Quick Reference

CREATE AWARD MODIFICATION REQUEST - REVISION/SUPPLEMENT.....2

Create an Award Modification Request – Revision/Supplement



1. * Short title:

Revision/Supplement

2. Date requested:

1/2/2019

3. Select Modification Type:

Revision | Supplement

Finish

Assign Submitter

Where to start?

1. Log into MyFunding.
2. Click on the MyFunding tab then the Award tab. Use the search box to search for the award and click on the award name.

How do I request a modification for a revision/supplement?

3. Click *Request Award Modification*.
4. Enter a short title that includes "Revision/Supplement."
5. Enter the date requested.
6. Select *Revision/Supplement* as the Modification Type.
7. Enter a description of the request.

What's Next?

8. Click *Finish*.
9. Click *Assign Submitter* and assign the submitter as your Dean's area. Click *OK*.