



Quick Reference

COPYING A FUNDING PROPOSAL......2

Copying a Funding Proposal



This activity will copy this Funding Proposal and place the new copy in your inbox.

1. * New proposal name: 2

2. Use background processing:

This activity takes time but can save you work! We thank you for your patience.





Where to start?

1. Click the *Copy* activity in your Funding proposal Workspace.

How do I copy my Funding Proposal?

- **2.** Enter a name for your new Funding proposal.
- 3. Click OK

What's Next?

4. When processing is complete the new Funding Proposal can be found by clicking the My Funding tab.

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