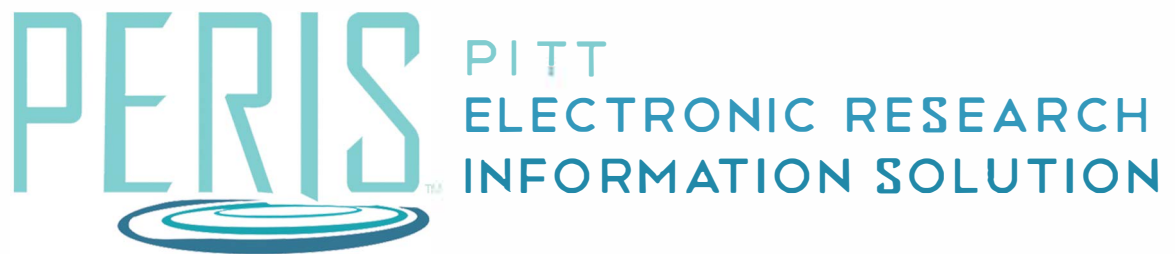




University of Pittsburgh



Quick Reference

SENDING AN AWARD MODIFICATION FOR APPROVAL.....2

Send an Award Modification for Sponsor Approval

» **My Inbox** 2 MyFunding

Awards Reports

Modifications Totals Funding Allocations

Modification Requests

Name 3	SmartForm	Execute Activity
reubudget	[Form] ▼	Execute Activity

Modifications

ID	Name
AWD00000017-MOD001	Modification #1

4 Send for Sponsor Approval

5
Awaiting Sponsor Approval

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 update the modification?

3. Click on the Modification tab and find the modification to review.
4. On the Sponsor Approval page and any comments or documents.

What's Next?

5. Click *OK*. The Award Modification will now be Awaiting Sponsor Approval.