I am submitting a proposal; how do I notify the Board?

If funder requires Board approval, regardless of match requirement:
- Then submit a B-Res for approval of the application and appropriation of funds (ASAP after submission to avoid delays in project start up should funding come through).

If funder does not require Board approval:
- Then submit an Information Only item.
  - If the cash match is <= $50,000:
  - Then submit a B-Res for approval of the appropriation of funds.
  - If the cash match is > $50,000:
  - Then submit a B-Res for approval of the appropriation of funds (ASAP after submission to avoid delays in project start up should funding come through).
My proposal has been funded; how do I notify the Board?

If you followed Decision Tree 1, and your original notification includes accurate information about the amount and funding period of your award:

Then you have already submitted the necessary documentation/requests for approval. Notify the Grants Office so that we can include the award in the Chancellor’s Report.

If your original notification did not include accurate information on the amount and funding period of your award:

Then return to Decision Tree 1 and repeat the process.
My grant has been extended, renewed, or augmented; how do I notify the Board?

If it is a no-cost extension (no additional funding is provided)
- And the original match is <= $50,000
  - Then submit an Information Only item.
- And the original match is > $50,000
  - Then submit a matrix item for Board approval.

If it is an extension with additional funding
- And the original match is <= $50,000
  - Then submit an Information Only item.
- And the original match is > $50,000
  - Then submit a matrix item for Board approval.

If it is an augmentation (an increase in the amount of funding but no extension)
- And the original match is <= $50,000
  - Then submit an Information Only item.
- And the original match is > $50,000
  - Then submit a matrix item for Board approval.

If it is a renewal
- Then consult Grants Office; these will be handled on a case-by-case basis.