



Section 400: Award Acceptance and Establishment

OSR Policy 400.6 – Pro.1 — Completing a Project Financial Guarantee Request

Corresponding with:

[OSR Policy 400.6](#) [Pre-Award Spending](#)

Procedure Statement

A Financial Guarantee (FG) is prepared and submitted electronically through RAMSeS.

Forms/Instructions



[Research Administration Glossary at Carolina](#)

1. Login to [RAMSeS](#).
2. Locate the submitted proposal for which you want to request a financial guarantee.
3. Click on the proposal number and this will take you to the “Proposal Routing Status” screen.
4. Select the tab entitled “Financial Guarantee.”
5. Select the link “Add Financial Guarantee to Proposal” and a pop-up form will appear requesting Financial Agreement Information.
6. Fill out the form and click the “Submit” button. Include sufficient justification to support the likelihood of the award and the necessity for an early account.
7. The form is electronically routed for internal departmental approval and forwarded to OSR for review and preparation of the pre-award spending account.

Revision History

Prior Revisions:

The policies in the *Office of Sponsored Research Policies & Procedures Manual* supersede any OSR policies, procedures and appendices previously included in the *University Business Manual*, a publication of UNC Chapel Hill’s [Division of Finance](#).

