

Subaward Initiation Portal (SIP)

The Future of Subaward Process



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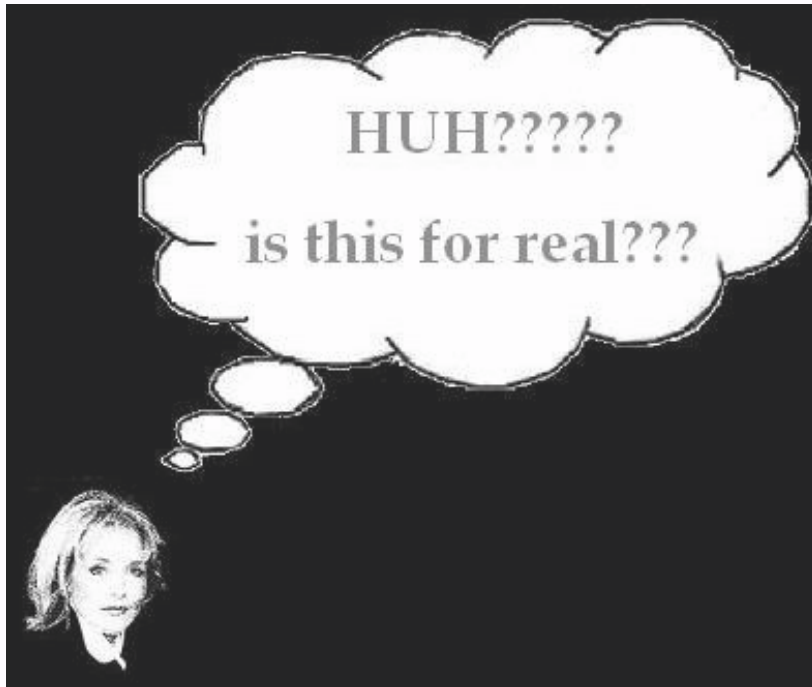
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What is the SIP Portal?

A **web portal** designed to streamline the process for initiating subagreements to research partners at other entities.



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What are the benefits of the portal?



Streamline Process

Departments can use SIP to:

- Confirm dollar amounts and other necessary award info to draft agreement/amendment
- Provide revised subagreement documents for changes occurring after the original proposal
- Reduce communications with OSR as many questions that require follow-up are asked in the portal.



Results in Improved Subagreement Execution



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What can I submit through the SIP?

- New Agreements
- Amendments for:
 - ❖ New Year Funding
 - ❖ No-cost Extensions
 - ❖ Carryover
 - ❖ Terminations with or without deobligations
 - ❖ Change in PI or Key Personnel
- Additional Documents requested from OSR

For New Agreements - documentation is typically only required for changes in letters of intent, budget, budget justification and/or scope of work.

For Amendments - documentation is required at times for prior approvals, budget, budget justification, scope of work, etc.



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What Happens After I Submit through the SIP?

- Completed SIP form routes to ResAdminOSR@unc.edu and is assigned to the appropriate Sponsored Projects Specialist (SPS)
- SPS reviews all documentation and if correct, the SPS will send the information to the Subaward Team
- If all necessary documentation isn't received or additional documentation is needed, the department will be notified by email
 - ❖ Submissions of additional information is also completed in SIP via an Additional Documents (short form)
- Subaward Team will review documents, draft agreement, verify all compliance requirements and execute the subaward



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Are you excited yet!!!



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