Sanofi US Educational Grants

Sanofi US is committed to funding high quality educational activities and materials in the therapeutic areas of interest to the company that have the potential to improve patient care and health outcomes.

The purpose of an educational grant is to support educational interchange with respect to available scientific and medical information. Educational activities may or may not be accredited.

- Create your unique Applicant Profile and manage your educational grant requests and reconciliations.
- Educational grant requests must be submitted at least 12-16 weeks in advance of the Request for Notification date.
- Review and processing time will take approximately 6-8 weeks. Complete, accurate, and detailed information is required to avoid delays.
- Applications with insufficient information may require additional processing time.
Table of Contents

Getting Started
- Visiontracker Web Portal
- Registration New User
- Log In
- Forgot Password
- Landing Page
- Task List + All My Applications
- Profile
- Additional Support

Program Review
- Provide Additional Information
- Request for Additional Information
- Under Review
- Change of Scope
- Change of Scope: Information
- Change of Scope: Decision

New Application
- Start a New Application
- New Grant Dialog
- Navigating the Application
- Applications Tabs: Main
- Attestations
- Additional Medical Education Partners
- Additional Medical Education Partners Details
- Adding Additional Users

Reconciliation
- Reporting Metrics
- Program Metrics: Task List
- Transfer of Value
- Request for Reconciliation
- Reconciliation
- Budget Line Items
- Reconciliation Completion

Program Details
- Program Details
- Activity Information
- Faculty Information
- Venue Information
- Budget Line Items
- Calculating the Payable Amount
- Submitting an Application
- Grant Tracking Number
- Submission Errors

Appendix
- Moore’s Outcome Levels
- Grant Status Table
Getting Started
Visiontracker Web Portal

User ID

First-time users of the Visiontracker applicant web portal will need to register. Please note, each user must register to obtain an individual unique ID/password. To create a User ID, click on the link under begin registration process, ‘clicking here’.

Sanofi US Educational Grants

Sanofi US is committed to funding high quality educational activities and materials in the therapeutic areas of interest to the company that have the potential to improve patient care and health outcomes.

The purpose of an educational grant is to support an activity that encourages an educational interchange with respect to available scientific and medical information. Educational activities may or may not be accredited.

** Educational grants previously submitted to sagrants.com are now available within this portal, however ALL users MUST register in this new portal to create a USER ID and Password to access previously submitted educational grant requests. Please register, then contact Customer Support to associate your NEW User ID and password with any previously submitted grants.

In order to provide ease of registration and application, a Practical Working Guide (lower left hand corner of this page) is available to assist with registration and subsequent navigation of the educational grant submission process. Questions or concerns regarding the portal can be directed to 1-888-841-4548 or via email to sagrants@sanofi.com.

Important to Note:

- Educational grant requests must be submitted at least 12-16 weeks in advance of the request for notification date. Please utilize the notification date to ensure your grant is reviewed within the timeframe necessary for you to be able to disclose funding in a compliant fashion. The production start date is the date activity development begins, which will differ from the launch date.

- Review and processing time will take approximately 6-8 weeks. Complete, accurate and detailed information is required to avoid delays. Applications with insufficient information may require additional processing time.

- Please refer to the FAQ Section of this website for Eligibility requirements, General Educational Request Information, and the Fellowship Application Process prior to your educational grant request.

- This website is currently accepting educational grant requests on behalf of the Sanofi and Regeneron Alliance in the therapeutic areas of Cardiovascular and Immunology.

- Please take note of the following items:
  - Educational grant requests for the region of Puerto Rico should be submitted directly to this website.
  - Request for Proposals (RFPs) are posted on the websites of the Alliance for Continued Education in the Health Professionals (ACEHP) and the Society for Academic Continuing Medical Education (SACME).
Registration New User

Registration Information
A pop-up window will appear, complete the form by filling out each line. Lines with an * are mandatory. Click ‘OK’ to complete the registration.

The new user will receive 2 emails:

1. Confirming registration and User ID
2. Containing a temporary password.

May 15, 2017

Dear Applicant,

Thank you for registering with Sanofi US. This online system should be used to request support for Independent Medical Education from Sanofi or Genzyme. Sanofi US has generated the following temporary password for you:

@L6D7Q3Tc36CR91

To initially access the system, please copy and paste this password in the password field after entering your User ID, which was provided in a separate e-mail. After you log in, please change your password for future use.
Log In

Enter your User ID and password, click ‘Login’.

Sanofi US Educational Grants

Sanofi US is committed to funding high quality educational activities and materials in the therapeutic areas of interest to the company that have the potential to improve patient care and health outcomes.

The purpose of an educational grant is to support an activity that encourages an educational interchange with respect to available scientific and medical information. Educational activities may or may not be accredited.

*** Educational grants previously submitted to sagrants.com are now available within this portal, however ALL users MUST register in this new portal to create a USER ID and Password to access previously submitted educational grant requests. Please register, then contact Customer Support to associate your NEW User ID and password with any previously submitted grants.

In order to provide ease of registration and application, a Practical Working Guide (lower left hand corner of this page) is available to assist with registration and subsequent navigation of the educational grant submission process. Questions or concerns regarding the portal can be directed to 1-866-641-4549 or via email to sagrants@sanofi.com.

Important to Note:

- Educational grant requests must be submitted at least 12-16 weeks in advance of the request for notification date. Please utilize the notification date to ensure your grant is reviewed within the timeframe necessary for you to be able to disclose funding in a compliant fashion. The production start date is the date activity development begins, which will differ from the launch date.

- Review and processing time will take approximately 6-8 weeks. Complete, accurate and detailed information is required to avoid delays. Applications with insufficient information may require additional processing time.

- Please refer to the FAQ Section of this website for Eligibility requirements, General Educational Request information, and the Fellowship Application Process prior to your educational grant request.

- This website is currently accepting educational grant requests on behalf of the Sanofi and Regeneron Alliance in the therapeutic areas of Cardiovascular and Immunology.

Please take note of the following items:

- Educational grant requests for the region of Puerto Rico should be submitted directly to this website.

- Request for Proposals (RFPs) are posted on the websites of the Alliance for Continued Education in the Health Professionals (ACEHP) and the Society for Academic Continuing Medical Education (SACME).
Forgot Password

Using the link below the password field on the landing page, click ‘Forgot Password?’ to obtain or reset your password. The password will be sent to your registered email.

Other Problems

Contact Customer Support directly from the link on the landing page for any log-in issues.
Navigating Visiontracker Landing Page

Click on the links on the left-hand-side of the landing page to contact the Educational Grant Department, Change Password, Update Profile, or obtain Technical Support. Additional links can be used to access Sanofi US Homepage, FAQ Document, and Practical Working Guide.
Task List + All My Applications

Task List
Submitted applications which require action on your part are listed under the Task List. Please note, this will be empty the very first time you login.

All My Applications
To view all submitted applications, click on the ‘All My Applications’ link.
Profile

Update Your Profile

Your User Profile can be updated by clicking Update Profile in the top-right-hand corner or using the Update Profile link on the left-hand-side of the screen. Please update your User Profile if your email or contact information changes so that we can continue to communicate with you about the application.

A pop-up window will appear containing the current User Details. When the desired changes have been made click ‘OK’.
Additional Support

For questions about particular grants:

**Sanofi US Educational Grants**
Contact from 8:00 AM–4:30 PM (EST), Monday to Friday, at 1-866-841-4549 Toll Free or via email at: sagrants@sanofi.com.

For technical questions or access:

**Envision Technology Solutions (ETS) Help Desk**
Email: visiontracker_general_requests@envisionpharmagroup.com
Visiontracker: Tools/Request/General Feedback Request
USA Hotline: +1 860 266 4944 (9:00 AM–4:00 PM, EST).
New Application
Start a New Application

To begin a new application click the ‘New Application’ button on the landing page.

A window listing the Terms and Conditions associated with applying and executing an educational grant will appear. Read and scroll through, check the box at the bottom acknowledging your review, and click “OK”.

Return to Table of Contents
New Grant Dialog

Use the drop-down menus to complete the information in the New Grant Dialog window, then click ‘OK’.

* If ‘No’ is the answer to all 3 of the questions then this submission will require an alternative process, a banner will redirect the applicant to contact sagrants@sanofi.com.
Navigating the Application

Move between the application tabs using the menu at the top of the screen. The completion status will update as the application is filled out.

Applications do not have to be completed all at once. Click ‘Save’ and return at a later time. A temporary ID will be assigned for applications that are saved. The page will timeout and unsaved data will be lost if no movement occurs for 60 minutes, so please save often.
Application Tabs: Main

The blue highlighted circle on the tab indicates which section of the application is open, click on the + key to navigate to any of the additional tabs. Alternatively, you can use the grey arrows at the bottom of the page to advance to the next section.

The ‘Main’ application tab contains the required attestations, general information about the proposed program, and details regarding the applicant organization, accrediting provider, and additional medical education partners, if applicable.
Attestations

Begin the application by downloading and completing an Attestation Form.

Each organization that is party to the educational grant submission MUST complete the form. The required document MUST be completed and uploaded directly in the application for each educational grant submission.
Adding Additional Users

Additional users from the requesting organization can be granted access to the application under the ‘Additional Users at Organization’ section. Click ‘Add’ on the right-hand-side of the screen. The person being added must be a registered user in the system for Sanofi to be able to provide access rights to the application.

A new window will open allowing you to add the additional user’s information, click ‘OK’ to save the data. Repeat the process to add more users.
Additional Medical Education Partners

If the applicant is submitting in collaboration with partners, the applicant should complete the appropriate information in all tabs. Scroll on the Main application tab to the **Partners to Proposed Activity Section**. Use the drop-down menu to select ‘Yes’ under the ‘Partners to the Proposed Activity’ banner, and then click on the ‘Add’ button to add partner information. Repeat the same process to add additional partners.

- Please note that in order to have access to the submission, the aligned user within an organization must register to obtain a unique USER ID/password. Following registration, and addition to the submission, the **Partners** will be able to access the grant application, submit their Attestation Form, edit and upload grant details and information, receive email notifications and alerts.
Additional Medical Education Partners Details

Complete the required fields, those marked * in the Partners to the Proposed Activity window. The required Attestation Form signed by the Partner should be uploaded in this section. Click ‘OK’ to move to the next step. Additional partners and additional users need to register and receive a user name and password to be able to view the grant application.
Program Details
Program Details

Enter the relevant information about the Program in this section. Required fields are marked with *. Each Learning Objective should be entered in its own field. For accredited programs, use the Moore’s Outcomes Levels, select the highest level outcome expected. Educational grant requests must be submitted at least 12-16 weeks in advance of the required notification date.

Program Details

Accreditation Type: ACOME

Required Notification Date: Aug 1, 2016
Program Start Date: Sep 26, 2016
Program End Date: Sep 27, 2016
Program Description:
This is a one day 7.5 CME hour symposium, which will present the latest information on early Cardiovascular Diseases detection and treatment, current guidelines for diagnosis and treatment of dyslipidemia. This activity will be done through lectures and case presentations for physicians and allied healthcare providers. Panel discussions and question and answer periods will be included as well as an evaluation at the end of the activity.

How many Learning Objectives are planned? 1
Learning Objective 1:
At Learner will be able to understand the current concepts and guidelines for the diagnosis and management of Cardiovascular risk factors including lowering LDL cholesterol. They will be able to describe the early diagnosis of major cardiac risk factors, the staging disease severity, and the use of the new guidelines as a prognostic indicator. Identify the optimal approaches that primary care providers can adopt for the prevention of cardiovascular disease. Understand and synthesize physical principles underlying diagnostic and therapeutic techniques.

Return to Table of Contents
Activity Details

- Enter details about each program activity by clicking on the ‘Add’ button to open a window in which to add activity title, agenda, start and end dates, number of learners, etc.

- Enter details regarding faculty, and venue (if applicable).

- The ‘Add’ button will generate individual line items and allow the user to enter information for multiple activities.
Activity Information

After selecting the type of activity, a new window will open allowing the applicant to enter additional details for each activity.
Faculty Information

Scroll down on the activity tab to add information about program faculty. Use the text boxes to enter the required information regarding the Faculty Speaker Selection Criteria, Speaker Selection Expectations, and Chair/Moderator Expectations. Please include faculty details, if known, by using the ‘Add’ button. Complete the required fields in the Faculty Information window and click ‘OK’, click ‘Add’ again to add additional faculty.
Venue Information

Scroll down on the Activity tab to add Venue Selection criteria, if applicable.

Click ‘Add’ to open the ‘Venue Information’ window and complete the required fields, if known.

If multiple venues are being utilized, add each venue by clicking the ‘Add’ link.
Budget Line Items

Enter line items for each category of the budget. When adding an item, a new window will open allowing the submitter to specify the **Sub-Category, Number of Units, Unit Type, and Cost per Unit**. The totals will calculate automatically and appear at the bottom of the main Budget page.
Calculating the Payable Amount

At the bottom of the Budget page there is a field for Registration Fees. Registration Fees will be deducted from Program Expenses. Use the drop-down menus to indicate if there are multiple supporters. If the Payable Amount is allocated between Medical Education Partners, please indicate this in the appropriate fields. Please ensure the total requested amount is equal to the sum of the Amount Payable to each Partner.
Submitting an Application

Completing the Application

When the application is completed, the Submission Requirements bar will be at 100%, click ‘Save,’ ‘Submit,’ and then ‘OK’ to confirm the submission. The applicant will receive an email confirming submission and a Grant Tracking Number.
Grant Tracking Number

All My Applications

An application is assigned a Grant Tracking Number at the time of submission and will now be visible under ‘All My Applications’ when you log into Visiontracker.

The Grant Status and available actions will be updated as the application workflow moves forward.
Submission Errors

If an applicant tries to submit the application without the required information, a box will display at the top of the page indicating which of the required fields need to be completed and where on the application they are located.

Go To Tab: Program Details

*Accreditation Type is a required field. (Refer to Section: Program Information)
Program Review
Provide Additional Information

Grant Review

During the review process you may receive an email asking for Additional Information, with a link to the Visiontracker web portal. The request will appear on your Task List the next time you log into Visiontracker. Click ‘Provide Additional Information’ to open your application.
Program Review

Request for Additional Information

Responding to the Request

The questions will appear at the top of the application. Make the required changes directly in the application and then click “Submit”.

Adding Attachments

Use the Attachments tab to upload additional documents. Click ‘Post New’, upload the file in the ‘New Attachment’ and provide a description, click ‘OK’ to complete the process. Attachments are not allowed during initial submission but are accepted when responding to a request for additional information.
Under Review

Grant Status

After resubmitting the application, the request for additional information will no longer be on the task list. Check the ‘All My Applications’ tab to see the updated Grant Status – this will now have progressed to ‘Under Review.’ See Grant Status Table for a complete list of all possible statuses.
Change of Scope

Submit a Change of Scope

Once the program has been approved the applicant **MUST** notify Sanofi US of any changes to the approved application, such as changes to program elements, dates, budget, number of supporters, etc.

**Change of Scope** will appear as a new tab when the application is approved, from the Task List or All My Applications.

Click ‘Add’ to enter any change of scope details.

The Change of Scope tab will not be available after the program end date or while the program is open for reconciliation.
Change of Scope: Information

Documentation

Provide a brief description of the proposed change(s) and attach additional documentation explaining the change in detail.

Click ‘OK’, and then ‘Submit’. The Grant Status will then update to: Change of Scope Submitted.
Change of Scope: Decision

Once a decision has been made about the proposed change of scope, the applicant will receive an email providing information about the next steps.

If the change is accepted, a new Grant Agreement may need to be generated. The Grant Status may revert to the step noted before the change of scope. If the change is declined then the grant may continue as originally submitted and approved, or the grant may be cancelled.
Metrics and Reconciliation
Reporting Metrics

The applicant, or designee, must enter Program Metrics, and Transfer of Value (if applicable) for each activity following completion.

The application will appear on your Task List when you login. Click ‘Provide Program Metrics/Transfer of Value’ to open your application.

Begin by completing the ‘Outcomes Contact Information’ fields.
Program Metrics: Task List

The applicant or designee must enter Activity Metrics and Transfer of Value (if applicable) for each activity separately, as soon as the data is available for individual activity(s) or at a minimum by program completion.

Click the ‘Edit’ button to enter data for each activity.
Transfer of Value

Transfer of Value (TOV) information may be required for some medical education activities. A MS Excel spreadsheet is provided to you during the Grant Agreement process, if applicable.

The TOV tab on the portal cannot be used to report this information. Please attach the completed Excel spreadsheet in the Attachments sections.
Request for Reconciliation

Complete reconciliation of the program is required within 90 days of the program end date.

Following the program end date the applicant will receive an email and the application will be open for reconciliation on the Task List. **If reconciliation obligations are not met within the 90-day timeframe, additional submissions will not be permitted and any open grants will become locked.** Applicants must contact Sanofi to resolve all outstanding reconciliation issues (Contact from 8:00 AM–4:30 PM (EST), Monday to Friday, at 1-866-841-4549 Toll Free or via email at: sagrants@sanofi.com)

![Image of email and application form]

---

**You have 1 Application requiring Reconciliation**

Tracking Number: IME-2016-10330  
Program Title: VT IME User Guide  
Grant Status: Open for Reconciliation

Submission Created Date: Apr 18, 2016

What would you like to do?

- [ ] Provide Reconciliation  
- [ ] Copy Application

Withdraw Application
Metrics and Reconciliation

Reconciliation

Documentation of Program Occurrence and Metrics MUST be uploaded on the Program Metrics/Outcomes tab at this time.
Budget Line Items

Budget Reconciliation

Each line item of the budget should be reconciled. Please click ‘Edit’ for each line item and enter actual values. Please use the ‘Comment’ box to explain any significant differences between the expected and the actual budget items. Continue this process for ALL budget line items. Calculations will appear at the bottom of the page.
Reconciliation: Completion

After submitting the attached documents and reconciling every line item of the budget, please attest to the information provided, click ‘Submit.’ Following the approval of your reconciliation the grant will be closed and no further action can be taken.

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Program Agenda, Final Brochure or Flyer.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examples</td>
<td>* Documentation of Program Occurrence</td>
</tr>
<tr>
<td></td>
<td>(No Document Attached)</td>
</tr>
<tr>
<td></td>
<td>* Metrics as Approved in Application and Available to Date</td>
</tr>
<tr>
<td></td>
<td>(No Document Attached)</td>
</tr>
<tr>
<td></td>
<td>Final Outcome Report</td>
</tr>
<tr>
<td></td>
<td>(No Document Attached)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Metrics and Reconciliation</th>
</tr>
</thead>
</table>

Program Revenue Reconciliation

Program Budget Reconciliation

Program Expenses $ 50,000.00
Actual Program Expenses $ Program Budget (Program Revenue deducted) $ 50,000.00
Actual Program Budget (Program Revenue deducted) $ Difference in Reconciled Program Budget $ Program Budget - % Variance
Amount Requested $ 10,000.00 % Requested 20.0
Unused Funds to be Returned to Company $

I attest that the Reconciliation information provided is accurate and complete to the best of my knowledge.

Reconciliation Comments

© 2002-2017 sanofi-aventis U.S. LLC. All rights reserved. Legal Disclaimer Information and Privacy Policy Questions or Comments? Click here to contact us. SAUS.SA.17.03.0966 Last update April 2017
Appendix
## Moore’s Outcome Levels

The Seven-Level Outcomes Model

<table>
<thead>
<tr>
<th>CE Outcomes Levels</th>
<th>Value and Limitations</th>
<th></th>
<th>Value and Limitations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Level 1 – Participation</strong>&lt;br&gt;Involves registration data</td>
<td>• Tracks demographic information and participation&lt;br&gt;• No insights into the value of the activity and its impact on learners</td>
<td></td>
<td>that is indicative of actual change.</td>
</tr>
<tr>
<td><strong>Level 2 – Satisfaction</strong>&lt;br&gt;Involves participant evaluation questions</td>
<td>• Measures variables related to faculty, instructional design, implementation, and subject matter&lt;br&gt;• Provides limited value in describing the impact of the learning activity</td>
<td></td>
<td>Tracks net effect of practice change on target populations&lt;br&gt;May take long time periods to reflect change in health status&lt;br&gt;Change may be hard to measure or obscured by co-morbidities</td>
</tr>
<tr>
<td><strong>Level 3a – Learning: Declarative Knowledge (knows)</strong>&lt;br&gt;Includes post-tests</td>
<td>• Participants are tested based on the learning objectives&lt;br&gt;• In the absence of a pre-test, there is no guarantee that the learning occurred as a result of the activity</td>
<td></td>
<td>Tracks net effect of practice change on target populations&lt;br&gt;May take long time periods to reflect change in health status&lt;br&gt;Change may be hard to measure or obscured by co-morbidity</td>
</tr>
<tr>
<td><strong>Level 3a – Learning: Procedural Knowledge (knows how)</strong>&lt;br&gt;Includes pre-/post-tests, case based assessment</td>
<td>• Provides immediate feedback on what learning (knowledge, attitudes, skills) has occurred at the time of a learner’s participation in an activity&lt;br&gt;• May not necessarily predict retention of the learning or change in performance</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Level 4 – Learning: Competence (shows how)</strong>&lt;br&gt;Includes case based assessment and commitment to change measures</td>
<td>• Measures application of learning to practice in educational setting&lt;br&gt;• Intent to change has high correlation with actual behavior change&lt;br&gt;• Learning may or may not lead to actual behavior change</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Level 5 – Performance (does)</strong>&lt;br&gt;Follow-up assessment of practice change involving post-activity surveys, and quality and utilization measures, including chart reviews, electronic health records, health plan data</td>
<td>• Measures whether the performance changes identified by learners at the time of the activity were made&lt;br&gt;• Provides rich information about intended as well as unintended consequences of CME&lt;br&gt;• Post-activity surveys tend to be subjective. However, in absence of actual observation of performance in practice, this information serves as a surrogate marker</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

## Grant Status Table (1 of 5)

The table displayed on the next 5 slides list all the possible grant statuses with the corresponding application tabs, and tab access. Application tabs are editable (Read Write) and locked (Read Only) at different points in the process.

<table>
<thead>
<tr>
<th>Grant Status</th>
<th>Tabs Displayed</th>
<th>Tab Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incomplete</td>
<td>Main, Program Details, Activity Details, Budget</td>
<td>Read Write</td>
</tr>
<tr>
<td>Submitted</td>
<td>Main, Program Details, Activity Details, Budget</td>
<td>Read Only</td>
</tr>
<tr>
<td>Under Review</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Request More Information</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Write</td>
</tr>
<tr>
<td>Cancelled</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Declined</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Approved – Pending LOA</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>In Contracting</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>LOA Executed</td>
<td>Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Change of Scope. Attachments Read/Write; Main, Program Details, Activity Details, Budget Read Only</td>
</tr>
</tbody>
</table>

Return to Table of Contents
## Grant Status Table (2 of 5)

<table>
<thead>
<tr>
<th>Grant Status</th>
<th>Tabs Displayed</th>
<th>Tab Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Recon Required/Program Terminated</td>
<td>Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Waiting on Outcomes</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Outcomes Section of Recon, Program Metrics, Transfer of Value and Attachments Read/Write; Reconciliation, Change of Scope, Main, Program Details, Activity Details, Budget Read Only</td>
</tr>
<tr>
<td>Outcomes Submitted</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Program Active</td>
<td>Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Program Metrics, Transfer of Value, Change of Scope, Attachments Read/Write; Main, Program Details, Activity Details, Budget Read Only</td>
</tr>
<tr>
<td>Open for Reconciliation</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Attachments Read Write; Main, Program Details, Activity Details, Budget Ready Only</td>
</tr>
<tr>
<td>Reconciliation Submitted</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
</tbody>
</table>
# Grant Status Table (3 of 5)

<table>
<thead>
<tr>
<th>Grant Status</th>
<th>Tabs Displayed</th>
<th>Tab Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for More Information</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Attachments Read Write; Main, Program Details, Activity Details, Budget Ready Only</td>
</tr>
<tr>
<td>Additional Information Submitted</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Ready Only</td>
</tr>
<tr>
<td>Reconciliation Not Submitted</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Submit Change of Scope</td>
<td>Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Write</td>
</tr>
<tr>
<td>Program Terminated</td>
<td>Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Grant Closed</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Waiting on Outcomes</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Program Metrics, Transfer of Value and Attachments Read/Write; Reconciliation, Change of Scope, Main, Program</td>
</tr>
</tbody>
</table>

Return to Table of Contents
## Grant Status Table (4 of 5)

<table>
<thead>
<tr>
<th>Grant Status</th>
<th>Tabs Displayed</th>
<th>Tab Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcomes Not Submitted</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Request for Unused Funds</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Outcomes Section of Recon and Attachments Read/Write; Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget Read Only</td>
</tr>
<tr>
<td>Change of Scope Under Review (LOA Executed)</td>
<td>Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Request More Information</td>
<td>Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Write</td>
</tr>
<tr>
<td>Change of Scope Under Review (Program Active)</td>
<td>Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
<tr>
<td>Request for More Information – Approved</td>
<td>Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Change of Scope and Attachments Read/Write; All others Read Only</td>
</tr>
</tbody>
</table>
# Grant Status Table (5 of 5)

<table>
<thead>
<tr>
<th>Grant Status</th>
<th>Tabs Displayed</th>
<th>Tab Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for More Information</td>
<td>Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Program Metrics, Transfer of Value, Change of Scope and Attachments Read/Write; All others Read Only</td>
</tr>
<tr>
<td>Additional Information Submitted (During an Active Program)</td>
<td>Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Program Metrics, Transfer of Value, Change of Scope and Attachments Read/Write; All others Read Only</td>
</tr>
<tr>
<td>Reconciliation Submitted</td>
<td>Reconciliation, Program Metrics, Transfer of Value, Change of Scope, Main, Program Details, Activity Details, Budget, Attachments</td>
<td>Read Only</td>
</tr>
</tbody>
</table>

[Return to Table of Contents](#)