


# Diversity Supplements on Multi Project NIH Grants

- ✓ Please review the [S2S instructions for creating a diversity supplement](#).
- ✓ Create the S2S application on the parent award and not on the particular subcore/project. For example, if your GCO # is 20-0001-00001-01 for the parent award and you want to add the supplement on Project 1, which is 20-0001-00401-01, choose the parent award GCO # and not the Project 1 GCO # from your list.
- ✓ Specify the project/core the diversity candidate will be working on in the research plan and/or in the budget justification. You are also encouraged to contact with the NIH Diversity Grants Management Contact in the Funding Opportunity Announcement (FOA) for additional information.

# PI Certification for MPI Grants

**Step 1 -**  
Each PI will receive an email notification to sign off. Click on the “Review Dashboard” link in the email.

 **Administrator, InfoEd** ACTION REQUIRED: PD19-00433

From:  Administrator, InfoEd <infoed@mssm.edu>  
To:  Gottlieb, Allison  
Cc:  Villa, Jelixa (MSH)  
Subject: ACTION REQUIRED: PD19-00433

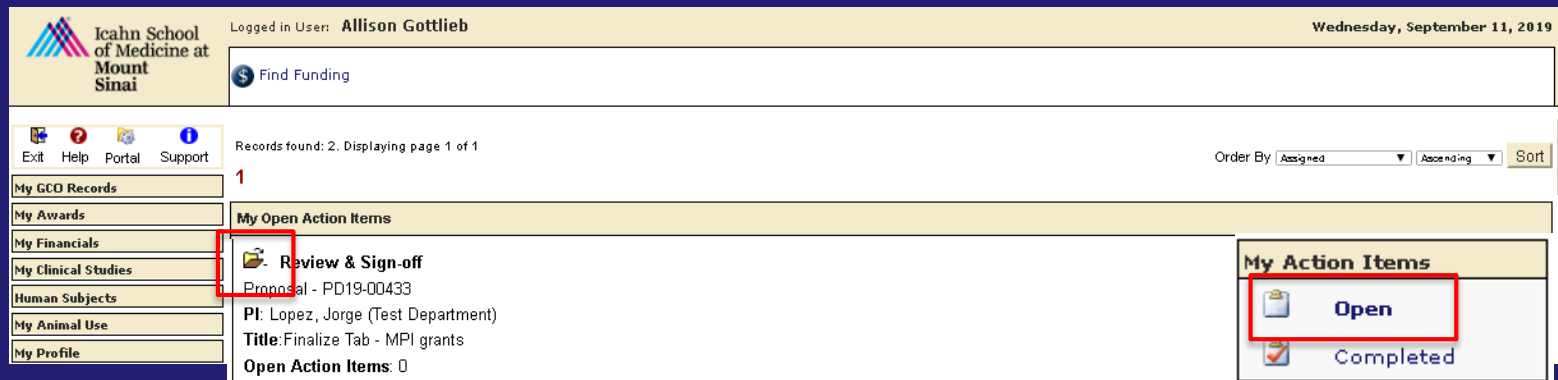
Jorge Lopez from the department of Test Department has submitted a proposal numbered PD19-00433 titled Finalize Tab - MPI grants for your review.

To ensure a timely submission of the application, we ask that you promptly review the proposal and add any comments you may have.

Review the proposal by clicking this link: [Reviewer Dashboard ..](#)

Or Start Here

- Log on to InfoEd.
- Click on “Open” in My Action Items box.
- Open the project folder.



Icahn School of Medicine at Mount Sinai

Logged in User: Allison Gottlieb

Wednesday, September 11, 2019

Find Funding


Exit Help Portal Support

Records found: 2. Displaying page 1 of 1

Order By Assigned Ascending Sort

1

**My Open Action Items**

 **Review & Sign-off**


Proposal - PD19-00433


PI: Lopez, Jorge (Test Department)

Title: Finalize Tab - MPI grants

Open Action Items: 0

**My Action Items**

 **Open**

 **Completed**

# PI Certification for MPI Grants

Step 2 -  
Click on Review Tab.

Step 3 - Change the Review Status to  
“Reviewed” in each Form/Document.

Step 4 - Click on Save icon.



Proposal - *Initial Application* Save your data or it will not be recorded...

**Number:** PD19-00433  
**Title:** Finalize Tab - MPI grants  
**Sponsor:** National Institutes Of Health/DHHS  
**Submitted:** 09-Sep-2019 12:30:23 PM

Form/Document	Document Type	Submitted	Review Status
<a href="#">Finalize Tab - MPI grants</a>		04-Sep-2019 1:19:09 PM	Reviewed
<a href="#">New / Competitive Renewals / Resubs v1.6.3</a>	eForm	09-Sep-2019 12:30:25 PM	Un-Reviewed

Add Comments:

My Decision is:  
[Dropdown menu]  
Approved  
Disapproved  
Revision Needed

Step 5 -  
Select Approved from the Decision box.

My Decision is:  
[Dropdown menu]  
Approved  
Disapproved  
Revision Needed

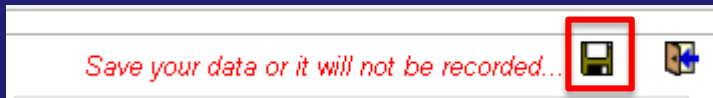
# PI Certification for MPI Grants

## Step 6 -

**Review certification language  
and click on Accept.**

## Step 7 -

**Click on Save icon.**



This is an NIH application that is not an NRSA and I certify that the following statements are true and accurate:

1. The information submitted within the application is true, complete and accurate to the best of my knowledge.
2. Any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.
3. I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of the application.

OR

This is an NRSA application and I certify that the following statements are true and accurate:

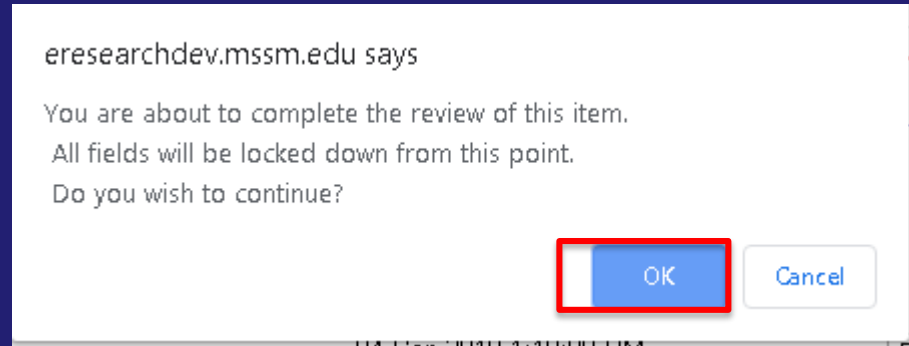
- 1) The information submitted within the application is true, complete and accurate to the best of the Fellow's and Sponsor's (Mentor's) knowledge;
- (2) Any false, fictitious, or fraudulent statements or claims may subject the Fellow and Sponsor(s) (Mentor) to criminal, civil, or administrative penalties;
- (3) The Sponsor(s) (Mentor) will provide appropriate training, adequate facilities, and supervision if a fellowship is awarded as a result of the application;
- (4) The Fellow has read the Ruth L. Kirschstein National Research Service Award Payback Assurance and will abide by the Assurance if an award is made, and that the award will not support residency training.

**Accept**  
 **Decline**

# PI Certification for MPI Grants

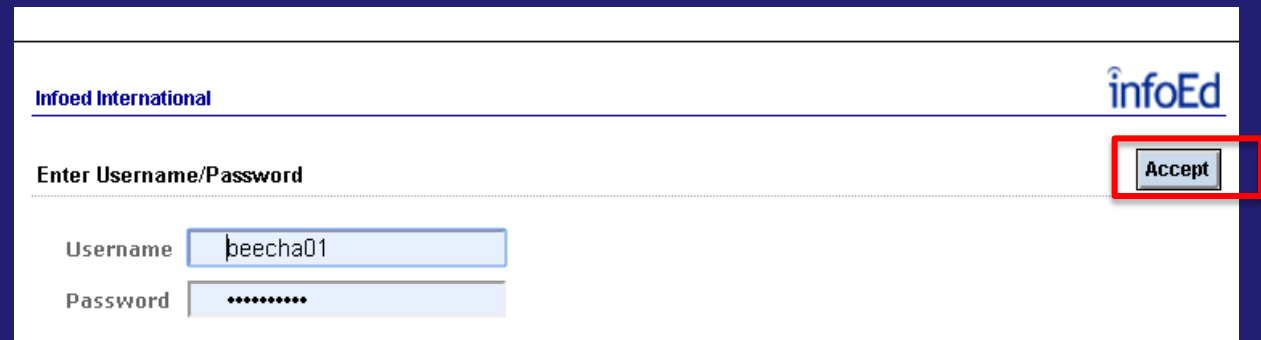
## Step 8 -

Click on OK.



## Step 9 -

Click on Accept.



InfoEd International infoEd

Enter Username/Password




Username

Password

Accept

A login form with a white background. The 'Accept' button is highlighted with a red rectangular border. The form includes fields for Username and Password, and the InfoEd logo is visible in the top right corner.

# PI Certification for MPI Grants - Successfully Certified!

Active Routing Progress						
<a href="#">Open Full</a> 						
PD19-00433 - Jorge Lopez "Finalize Tab - MPI grants"						
Route Name	Route Type	Step Number/Name	Who	Notified	Decision	
NIH GCOC1 - Final Review Team 1	Final Review	Step 1 - 1. Principal Investigator(s)	Jorge Lopez	 09-Sep-2019 12:30:26 PM		
NIH GCOC1 - Final Review Team 1	Final Review		Allison Gottlieb	 09-Sep-2019 12:30:26 PM	Approved - Approved	
NIH GCOC1 - Final Review Team 1	Final Review		Hadijah Vactor	09-Sep-2019 12:30:27 PM		
NIH GCOC1 - Final Review Team 1	Final Review	Step 2 - 2. Dept/Div Admin	Marcia Cho			
NIH GCOC1 - Final Review Team 1	Final Review		Steven Leder			
NIH GCOC1 - Final Review Team 1	Final Review		Dana Levitt			
NIH GCOC1 - Final Review Team 1	Final Review		Robin Brenner			

✓ Click on the Route tab and you will see that you approved it.