

Ancillary Review Matrix

GRANTS MODULE					
Ancillary Review Type	Initiator	Approver (Select the appropriate person or Organization as below.)	Response Required?	Required Documents/Information	Comments
Ad hoc	Anyone	Anyone	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
Assurances	Admin Contact	PI, Senior/Key Personnel, or Admin Contact	Y	Electronic version or Form in ORPA Forms Library	Should be completed prior to submission to sponsor
Compliance Review	Admin Contact, ORPA Specialist or Award Specialist	RIA-IRB; RIA-IACUC; RIA-IBC; RIA-FCOI	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
Cost Sharing	Admin Contact	Department Reviewer Providing Cost Share or these Orgs: SEA-Sch of Eng & Appl Sci, PRV-Ofc of the Provost, DFR-Ofc Dean for Research	Y	Follow process in Cost Sharing Guide	Should be completed prior to award activation in PeopleSoft
Department Review	Admin Contact	Department Reviewer	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
Export Controls	Anyone	ORPA- Export Controls	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
F & A waiver	Admin Contact	ORPA Director	Y	Justification for request; Dollar amount of IDC waiver	Should be completed prior to submission to sponsor
ITAR	Anyone	ORPA- Export Controls	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
Lab Facility Space change	Admin Contact	SEA-Sch of Eng & Appl Sci or PRV-Ofc of the Provost	Y	Auditable supporting documentation - Include current and proposed floorplans	Should be completed prior to award activation in PeopleSoft
PI Eligibility (Select Type Ad Hoc)	Admin Contact	DFR-Ofc Dean for Research	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
Scientific Review	Anyone	Anyone	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
URB	ORPA Specialist	ORPA-URB	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
BSL-3	ORPA Specialist	ORPA-URB and PRV-Ofc of the Provost	Y	Auditable supporting documentation	Should be completed prior to award activation in PeopleSoft
					12/3/2020

Ancillary Review Matrix

AGREEMENTS MODULE					
Ancillary Review Type	Initiator	Approver (Select the appropriate person or Organization as below.)	Response Required?	Required Documents/Information	Comments
Assurances	Admin Contact	Admin Contact (With signed form from PI or Senior Key Personnel)	Y	Form in ORPA Forms Library	Should be completed prior to submitting to the ORPA specialist
Ad hoc	Anyone	Anyone	Y	Auditable supporting documentation	Should be completed before agreement language is approved
Chief Information Security Officer (CISO)	ORPA Specialist	OIT-Information Security Ofc	Y	Auditable supporting documentation	Should be completed before agreement language is approved
Compliance Review	ORPA Specialist	RIA-IRB; RIA-IACUC; RIA-IBC; RIA-FCOI	Y	Auditable supporting documentation	Should be completed before agreement language is approved
Export Controls	ORPA Specialist	ORPA- Export Controls	Y	Auditable supporting documentation	Should be completed before agreement language is approved
ITAR	ORPA Specialist	ORPA- Export Controls	Y	Auditable supporting documentation	Should be completed before agreement language is approved
Lab Facility Space change	ORPA Specialist	SEA-Sch of Eng & Appl Sci or PRV-Ofc of the Provost	Y	Auditable supporting documentation - Include changes and floorplan (if available)	Should be completed before agreement language is approved
PI Eligibility (Select Type Ad Hoc)	Admin. Contact	DFR-Ofc Dean for Research	Y	Auditable supporting documentation	Should be completed before agreement language is approved
Scientific Review	ORPA Specialist	Anyone	Y	Auditable supporting documentation	Should be completed before agreement language is approved
URB	ORPA Specialist	ORPA-URB	Y	Auditable supporting documentation	Should be completed before agreement language is approved
BSL3	ORPA Specialist	ORPA-URB	Y	Auditable supporting documentation	Should be completed before agreement language is approved
OTL	ORPA Specialist	Anyone	Y	Auditable supporting documentation	Should be completed before agreement language is approved
OGC	ORPA Specialist	Anyone	Y	Auditable supporting documentation	Should be completed before agreement language is approved
Risk Management	ORPA Specialist	Anyone	Y	Auditable supporting documentation	Should be completed before agreement language is approved