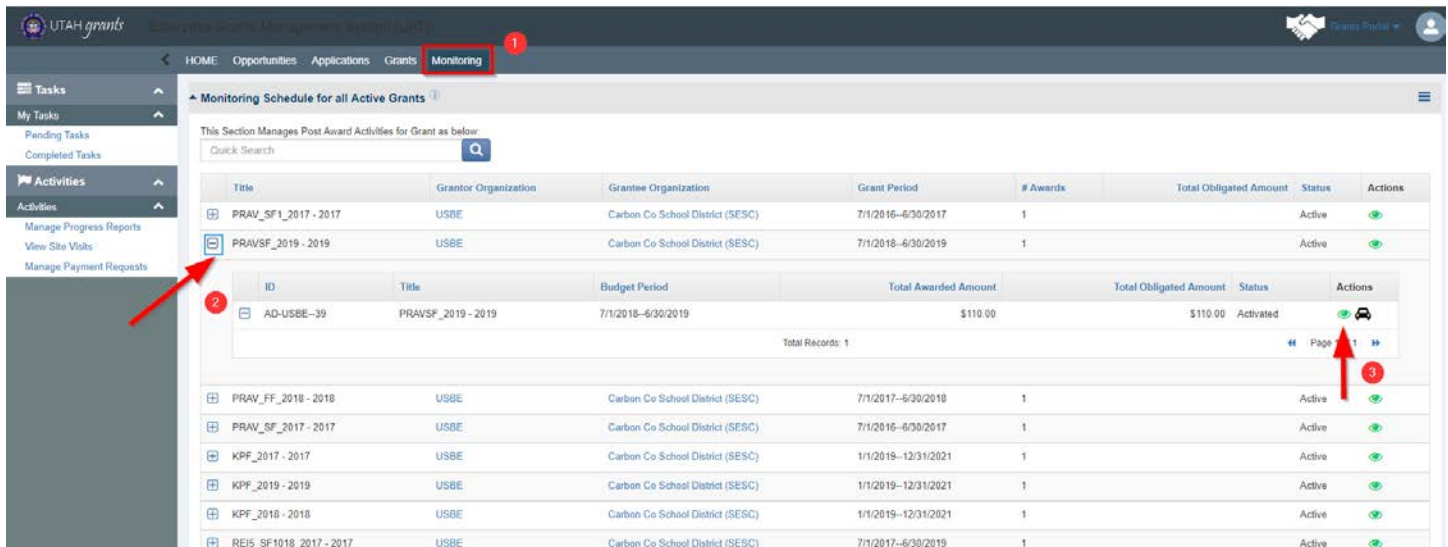


Waiving Awarded Funds in Utah Grants

Activities that occur after the award is issued are considered post-award activities. These are managed in the Monitoring section of Utah Grants.

1. Locate program for which funds are being relinquished. Click the **Monitoring** tab (top Menu) and locate the program. Expand the **+** (plus sign) to view line details, click **green eye icon**.



Monitoring Schedule for all Active Grants

This Section Manages Post Award Activities for Grant as below:

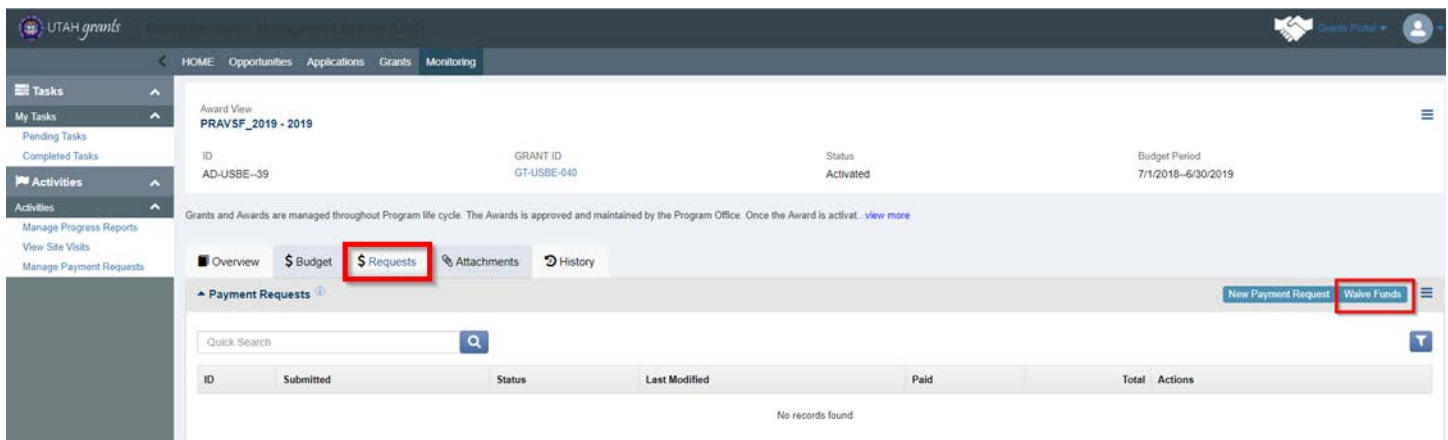
Quick Search

| Title | Grantor Organization | Grantee Organization | Grant Period | # Awards | Total Obligated Amount | Status | Actions |
|-------|----------------------|----------------------|----------------------------------|----------------------|------------------------|-----------|---------|
| + | PRAV_SF1_2017 - 2017 | USBE | Carbon Co School District (SESC) | 7/1/2016-6/30/2017 | 1 | Active | |
| + | PRAVSF_2019 - 2019 | USBE | Carbon Co School District (SESC) | 7/1/2018-6/30/2019 | 1 | Active | |
| | ID | Title | Budget Period | Total Awarded Amount | Total Obligated Amount | Status | Actions |
| | AD-USBE-39 | PRAVSF_2019 - 2019 | 7/1/2018-6/30/2019 | \$110.00 | \$110.00 | Activated | |

Total Records: 1

Page 1

2. Waive Funds the **\$ Requests** subtab, then selecting **Waive Funds**.



Award View

PRAVSF_2019 - 2019

ID: AD-USBE-39 | GRANT ID: GT-USBE-040 | Status: Activated | Budget Period: 7/1/2018-6/30/2019

Grants and Awards are managed throughout Program life cycle. The Awards is approved and maintained by the Program Office. Once the Award is activat... view more

Overview | **\$ Budget** | **\$ Requests** | Attachments | History

Payment Requests

Quick Search

| ID | Submitted | Status | Last Modified | Paid | Total | Actions |
|------------------|-----------|--------|---------------|------|-------|---------|
| No records found | | | | | | |

New Payment Request | **Waive Funds**

3. Note that all pending reimbursement requests must be finalized prior to waiving remaining funds.

Award View
PRAV_SF_2017 - 2017

ID: AD-USBE-40 GRANT ID: GT-USBE-041 Status: Activated Budget Period: 7/1/2016-6/30/2017

Grants and Awards are managed throughout Program life cycle. The Awards is approved and maintained by the Program Office. Once the Award is activa... [view more](#)

Overview Budget **Requests** Attachments History

A Waiver cannot be processed until all pending Payment Requests have been reviewed by USBE.

Payment Requests ¹ [New Payment Request](#) [Waive Funds](#)

Quick Search

| ID | Submitted | Status | Last Modified | Paid | Total | Actions |
|------------|-----------|------------------------|--------------------|------|---------|---------|
| PR-USBE-24 | | Submitted for Approval | 10/19/2018 5:52 PM | | \$20.00 | |

Total Records: 1

4. Internal Approver will receive an email with a link to the waiver request. The Internal Approver can also locate the waiver request pending their approval by clicking on Monitoring, Pending Tasks and selecting the task.

UTAH grants [Home](#) [Opportunities](#) [Applications](#) [Grants](#) **Monitoring**

Tasks My Tasks **Pending Tasks** Completed Tasks Activities Manage Progress Reports View Site Visits Manage Payment Requests

Pending Tasks (Assigned To Me) ¹

Quick Search

| Ref. ID | Type | Subject | Created By | Created Date | Actions |
|------------|--------------------------------|-------------|-----------------|--------------------|---------|
| PR-USBE-00 | Recipient Review Payment Re... | POPS - 2019 | BW Creator Test | 09/26/2018 2:43 PM | |

Total Records: 1