## PAM | Respond to a Clarification Request

1. Open the Proposal from the link in your email notification or in your PAM Inbox.

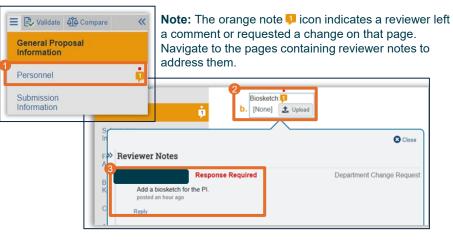


## 2. Click Edit Funding Proposal.

**Note:** If returned by a department reviewer, the Proposal will be in Department Review: Response Pending from PI state. If returned by the specialist, it will be in a Specialist Review: Pending Changes by PI state.



3. Review the Reviewer Notes and Make Changes.



4. After you've made the changes, open the reviewer note and click Reply. Explain the changes, attach relevant files, and click OK. Click Save and Exit.



5. Submit Proposal Changes back to the Department Reviewer or

Specialist.



6. Complete the Submit Changes to Department Reviewer Form. Click OK.

Note: The proposal will return to the Department Review or Specialist Review states and will appear in the PAM inbox of the appropriate reviewer.

