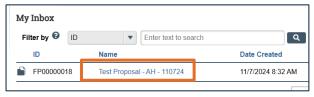
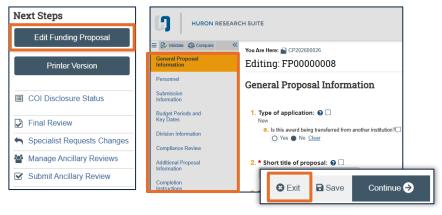
PAM | Submit an Ancillary Review



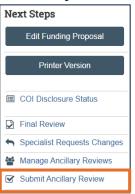
1. Open the Item either from your Dashboard, or from the link in the email notification.



2. Click Edit Funding Proposal to review the item's SmartForm pages. After completing your review, click Exit at the bottom-right of the SmartForm to return to the workspace.



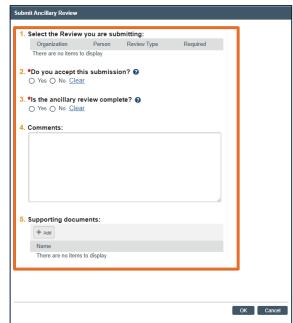
3. Open the Submit Ancillary Review Activity.



4. Complete the Submit Ancillary Review form. Enter any Comments and submit any relevant Support Documents.

Note: When you accept and indicate that the ancillary review is complete:

- It does not change the state of the item.
- The item will no longer display in your PAM inbox.
- For Grants, the details of the ancillary review show on the Reviewers tab of the funding proposal or award workspaces.
- For Agreements, the details of the ancillary review show underneath the workflow map on the agreement workspace.



6. Click OK to save changes and submit your completed Ancillary Review.

