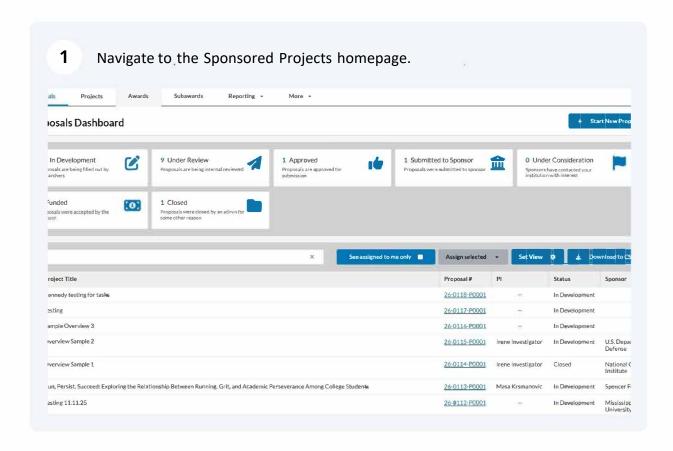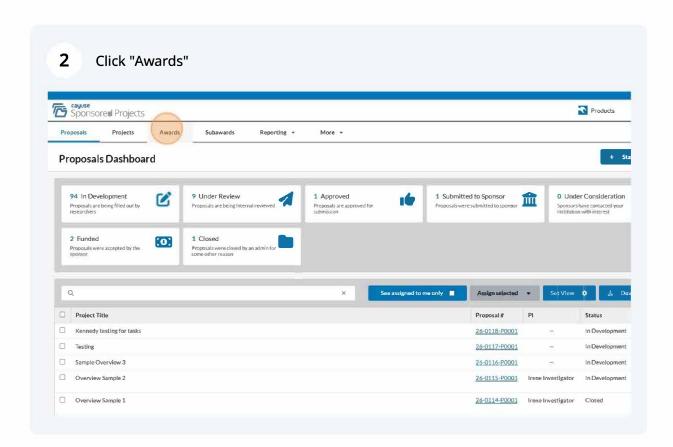# Awards Brief Overview

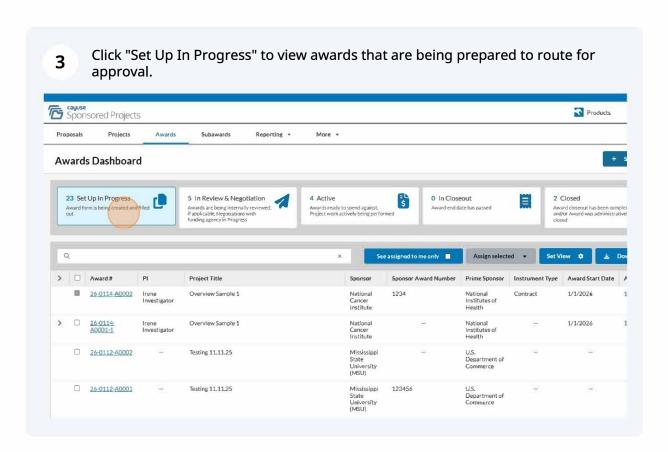**Scribe**
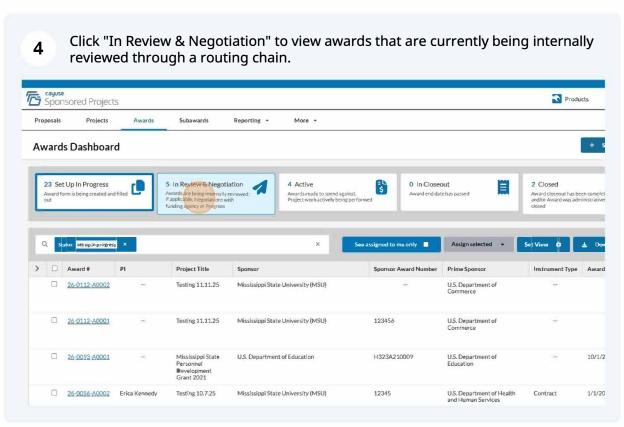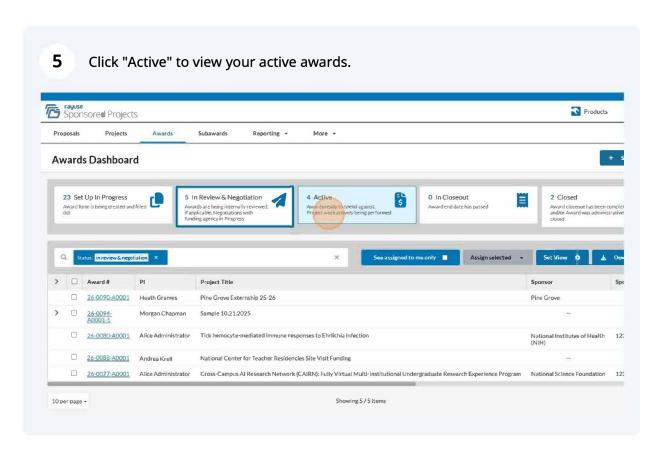
1 Navigate to the Sponsored Projects homepage.

2　Click "Awards"

ℹ️ This page will show you all awards you are associated with.

3 Click "Set Up In Progress" to view awards that are being prepared to route for approval.

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Awards Dashboard

23 Set Up In Progress	5 In Review & Negotiation	4 Active	0 In Closeout	2 Closed
Award form is being created and filled out	Awards are being internally reviewed; if applicable, Negotiations with funding agency in Progress	Awards ready to spend against, Project work actively being performed	Award end date has passed	Award closeout has been completed and/or Award was administratively closed

🔍 [Search]   ✕   See assigned to me only ☐   Assign selected ▾   Set View ⚙   ⬇ Dow...

	☐	Award #	PI	Project Title	Sponsor	Sponsor Award Number	Prime Sponsor	Instrument Type	Award Start Date	A
	▣	26-0114-A0002	Irene Investigator	Overview Sample 1	National Cancer Institute	1234	National Institutes of Health	Contract	1/1/2026	1
›	☐	26-0114-A0001-1	Irene Investigator	Overview Sample 1	National Cancer Institute	--	National Institutes of Health	--	1/1/2026	1
	☐	26-0112-A0002	--	Testing 11.11.25	Mississippi State University (MSU)	--	U.S. Department of Commerce	--	--	
	☐	26-0112-A0001	--	Testing 11.11.25	Mississippi State University (MSU)	123456	U.S. Department of Commerce	--	--	

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4 Click "In Review & Negotiation" to view awards that are currently being internally reviewed through a routing chain.

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Awards Dashboard

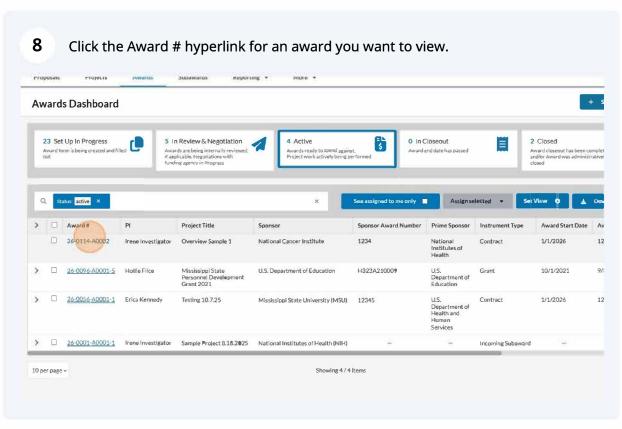| 23 Set Up In Progress	5 In Review & Negotiation	4 Active	0 In Closeout	2 Closed
Award form is being created and filled out	Awards are being internally reviewed; if applicable, Negotiations with funding agency in Progress	Awards ready to spend against, Project work actively being performed	Award end date has passed	Award closeout has been completed and/or Award was administratively closed

🔍 Status set up in progress ✕   ✕   See assigned to me only ☐   Assign selected ▾   Set View ⚙   ⬇ Dow...

	☐	Award #	PI	Project Title	Sponsor	Sponsor Award Number	Prime Sponsor	Instrument Type	Award
	☐	26-0112-A0002	--	Testing 11.11.25	Mississippi State University (MSU)	--	U.S. Department of Commerce	--	
	☐	26-0112-A0001	--	Testing 11.11.25	Mississippi State University (MSU)	123456	U.S. Department of Commerce	--	
	☐	26-0093-A0001	--	Mississippi State Personnel Development Grant 2021	U.S. Department of Education	H323A210009	U.S. Department of Education	--	10/1/2
	☐	26-0056-A0002	Erica Kennedy	Testing 10.7.25	Mississippi State University (MSU)	12345	U.S. Department of Health and Human Services	Contract	1/1/20

5 Click "Active" to view your active awards.

6 Click "In Closeout" to view awards that are currently being worked for closeout.

7 Click "Closed" to view awards that have been closed.

8 Click the Award # hyperlink for an award you want to view.

		Award #	PI	Project Title	Sponsor	Sponsor Award Number	Prime Sponsor	Instrument Type	Award Start Date	Av
	☐	26-0114-A0002	Irene Investigator	Overview Sample 1	National Cancer Institute	1234	National Institutes of Health	Contract	1/1/2026	12
>	☐	26-0096-A0001-5	Hollie Filce	Mississippi State Personnel Development Grant 2021	U.S. Department of Education	H323A210009	U.S. Department of Education	Grant	10/1/2021	9/
>	☐	26-0056-A0001-1	Erica Kennedy	Testing 10.7.25	Mississippi State University (MSU)	12345	U.S. Department of Health and Human Services	Contract	1/1/2026	12
>	☐	26-0001-A0001-1	Irene Investigator	Sample Project 8.18.2025	National Institutes of Health (NIH)	--	--	Incoming Subaward	--	

10 per page ▾   Showing 4 / 4 items

9 In the award form you can navigate to different sections via the menu on the left hand side of your screen.

Please note all fields will be greyed out and unable to be edited. Only ORA staff will have access to edit awards.