# Ancillary Review Matrix Grants

<table>
<thead>
<tr>
<th>Ancillary Review Type</th>
<th>Initiator</th>
<th>Approver</th>
<th>Response Required?</th>
<th>Required Documents/Information</th>
<th>Person or Organization</th>
<th>Selection</th>
</tr>
</thead>
</table>
| Compliance (COI)                          | ORA           | VPR/EDR       | Y                  | Read and follow the [Conflict of Interest in Research Policy](#).  
- Include a letter disclosing the potential conflict  
- Attach to Ancillary Review                      | N/A             | This is for SBIR/STTR only and generated by ORA. |
| Cost Share                                | Department    | VPR/EDR       | Y                  | Read and follow the [Cost Sharing Policy](#).  
- Completed Cost Share Budget  
- Justification letter for the Cost Share  
- **NEW REQUIRED:** Cost Share Form  
  (must be included on attachments)  
*Note: When requesting cost share voluntary or mandatory please include sponsor details in addition to the waiver and NEW required cost share form in the attachments.* | Person                | Gables or RSMAS: Laura Kozma  
Medical: Patricia Wahl for Dr. Schulman |
| Department Chair/Center Director (as PI)  | Department    | Dean/Dean Designee | Y                  | Include a justification comment for approval in the ancillary review.  
* Note: If an approver noted here is the PI, the Proposal requires approval from a higher level.* | Person                | Medical: Carl Schulman  
RSMAS: Roni Avissar  
A&S: Leonidas Bachas  
Engineering: Helena Solo-Gabriele |
| Export Controls                           | Department/ORA | William Collins | Y                  | Read and follow the [Export Control Policy](#).  
- Letter disclosing export control concerns  
- Attach to Ancillary Review                      | Person                | William (Bill) Collins |
| Indirect Cost Waiver                      | Department    | VPR/EDR       | Y                  | Read and follow the [F&A Waiver Policy](#).  
- Justification letter  
- **NEW REQUIRED:** Indirect Cost Waiver Form  
  (must be included on attachments)             | Person                | Gables or RSMAS: “Provosts Office” (CC00372) on the Organization  
Medical: Carl Schulman |
| Late Proposal Submission                  | Department    | VPR/EDR       | Y                  | Required documents/Information:  
- Read and follow the [Proposal Exception Process](#)  
- Include a justification and supporting documentation  
- Request must be submitted in advance of the ORA deadline | Person                | Medical, Gables and RSMAS: Laura Kozma |
| Nepotism/Familial Relationship             | Department    | VPR/EDR       | Y                  | Read and follow the [Nepotism in Research Policy](#).  
- Include a Nepotism Memo  
- Attach to Ancillary Review                      | Person                | Medical, Gables and RSMAS: Laura Kozma |
| PI Eligibility | Department | VPR/EDR | Y | Read and follow [PI Eligibility Policy](#). For Case By Case Exceptions:  
• Commitment/Letter of Support.  
• Attach to Ancillary Review | Person | [Medical, Gables and RSMAS]: Laura Kozma |
|----------------|------------|---------|---|--------------------------------------------------|-------|--------------------------------------------------|
| Resources      | Department | Chair, Dean or Owner of Resource | Y | • Letter requesting resources needed for the project  
• Attach to Ancillary Review | Person | Select appropriate Chair Center/Dir/Dean from the person picklist |
| Terms & Conditions | ORA | ORA Contract Team | Y | ORA Activity | N/A | Internal ORA |