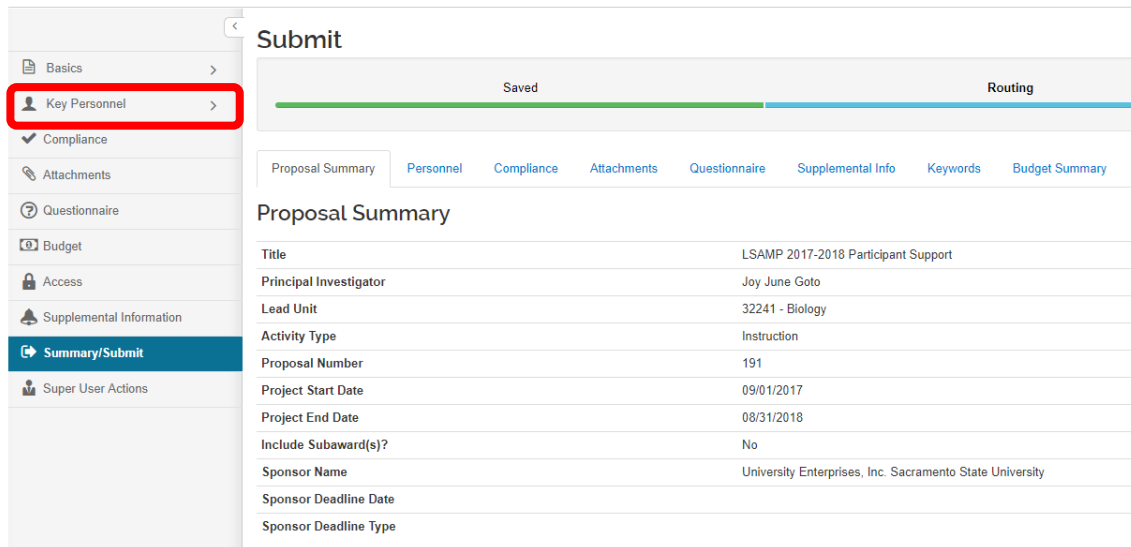


How to Complete Personnel Certification

All Principal Investigators, Co-Investigators and Key Personnel listed on a project must complete a personnel certification before they will be allowed to approve their project in GrantLaunch.

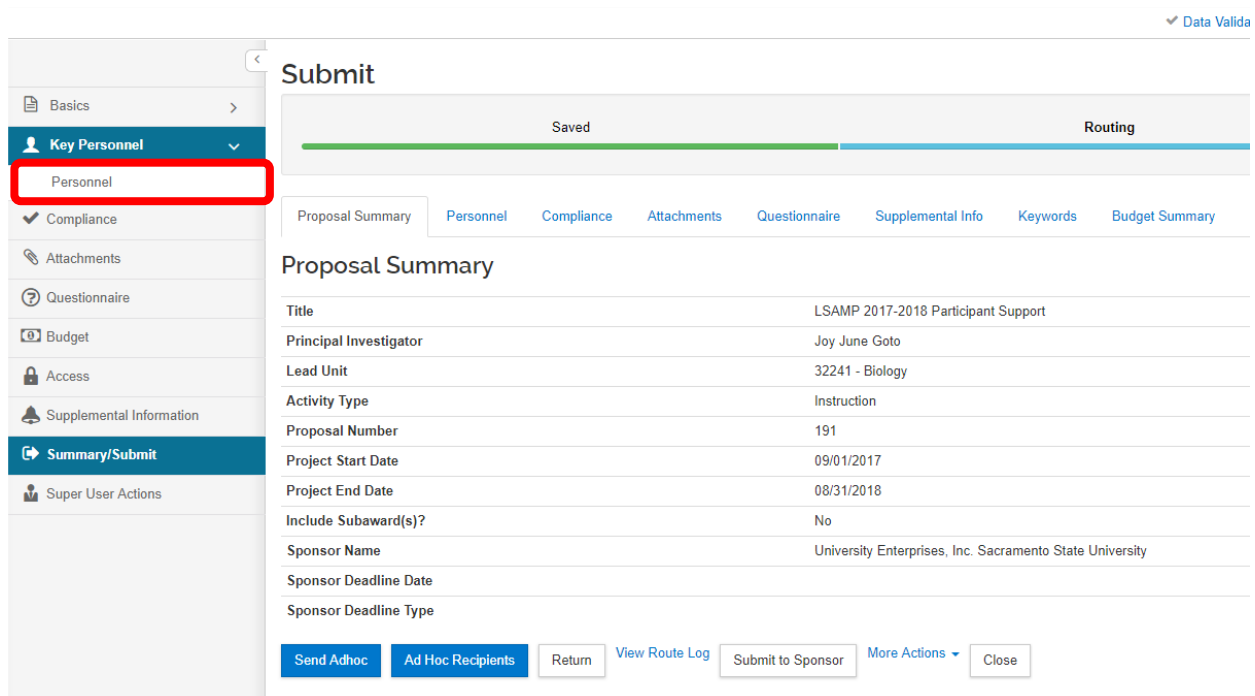
From within your proposal, click on **Key Personnel**:



The screenshot shows the 'Submit' page in GrantLaunch. On the left sidebar, the 'Key Personnel' menu item is highlighted with a red box. The main content area shows a progress bar with 'Saved' (green) and 'Routing' (blue) sections. Below the progress bar, there are tabs for 'Proposal Summary', 'Personnel', 'Compliance', 'Attachments', 'Questionnaire', 'Supplemental Info', 'Keywords', and 'Budget Summary'. The 'Proposal Summary' tab is active, displaying a table of proposal details.

Field	Value
Title	LSAMP 2017-2018 Participant Support
Principal Investigator	Joy June Goto
Lead Unit	32241 - Biology
Activity Type	Instruction
Proposal Number	191
Project Start Date	09/01/2017
Project End Date	08/31/2018
Include Subaward(s)?	No
Sponsor Name	University Enterprises, Inc. Sacramento State University
Sponsor Deadline Date	
Sponsor Deadline Type	

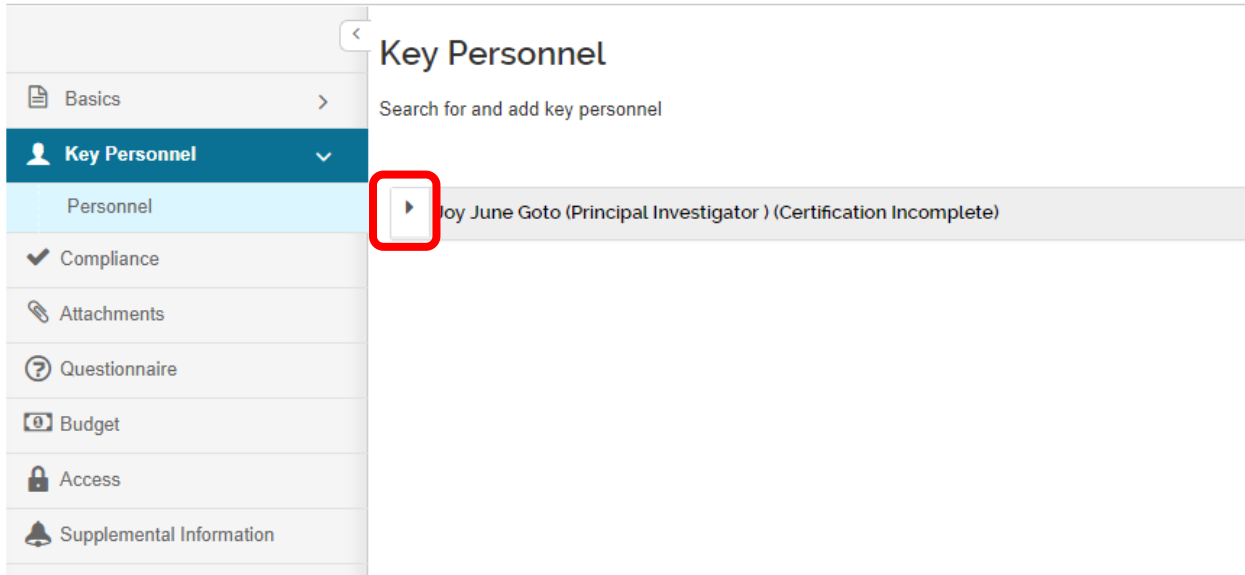
Click on **Personnel**:



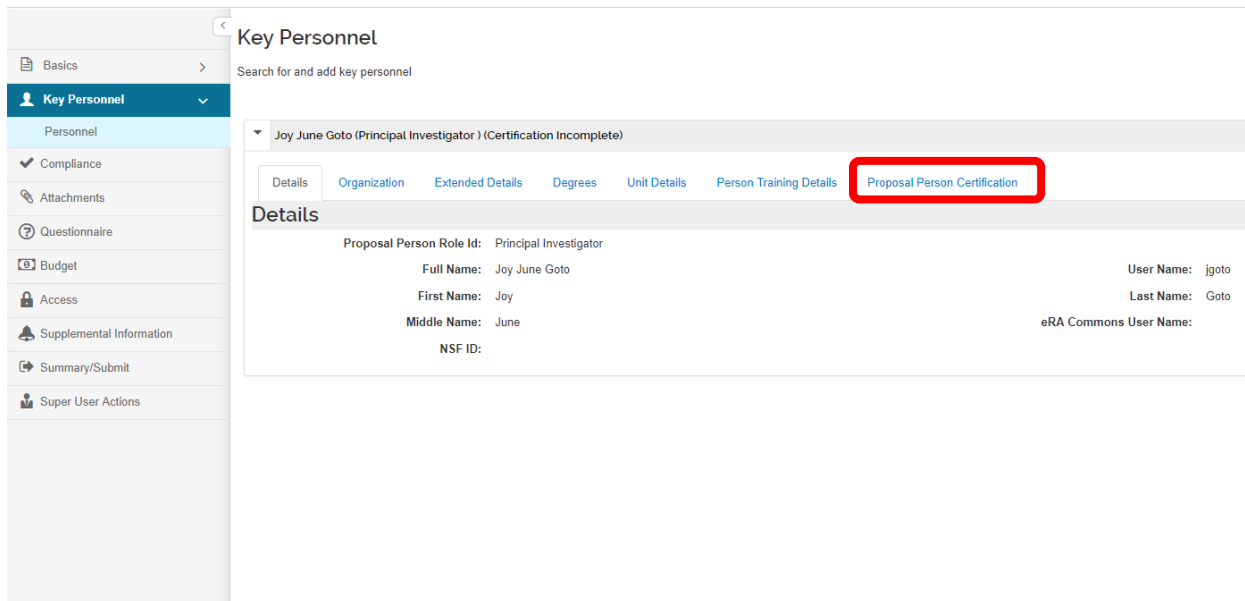
The screenshot shows the 'Submit' page in GrantLaunch. On the left sidebar, the 'Personnel' menu item is highlighted with a red box. The main content area shows a progress bar with 'Saved' (green) and 'Routing' (blue) sections. Below the progress bar, there are tabs for 'Proposal Summary', 'Personnel', 'Compliance', 'Attachments', 'Questionnaire', 'Supplemental Info', 'Keywords', and 'Budget Summary'. The 'Proposal Summary' tab is active, displaying a table of proposal details. At the bottom of the page, there are several buttons: 'Send Adhoc', 'Ad Hoc Recipients', 'Return', 'View Route Log', 'Submit to Sponsor', 'More Actions', and 'Close'.

Field	Value
Title	LSAMP 2017-2018 Participant Support
Principal Investigator	Joy June Goto
Lead Unit	32241 - Biology
Activity Type	Instruction
Proposal Number	191
Project Start Date	09/01/2017
Project End Date	08/31/2018
Include Subaward(s)?	No
Sponsor Name	University Enterprises, Inc. Sacramento State University
Sponsor Deadline Date	
Sponsor Deadline Type	

Click on the small triangle to expand the menu under your name:



Click **Proposal Person Certification**:



Complete the survey questions by selecting **Yes** or **No**:

Joy June Goto (Principal Investigator) (Certification Incomplete)

Details Organization Extended Details Degrees Unit Details Person Training Details Proposal Person Certification

Proposal Person Certification

Clear All Answers

Can you certify that the information submitted within this application is true, complete and accurate to the best of your knowledge? That any false, fictitious, or fraudulent statements or claims may subject you to legal action? That you agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if an award is made as a result of this application. ⓘ

Yes
 No

Is there any potential or a perceived or real conflict of interest as defined in the CSU's Policies and Procedures with regard to this proposal? ⓘ

Yes
 No

If this is a NIH, NSF, or private foundation proposal, have you submitted the required financial disclosures to the (RSP Office) Compliance Officer? ⓘ

Yes
 No
 N/A

Have lobbying activities been conducted on behalf of this proposal? ⓘ

Yes
 No

Are you currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from current transactions by a federal department or agency? ⓘ

Yes
 No

Are you familiar with the requirements of the Procurement Liabilities Act? ⓘ

Yes
 No

Back Save Close

Click **Save** and **Close**.

Back Save Close