Financial Conflicts of Interest

PHS awards only\*

The university will not release any grant funds until all of the following steps are completed:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Every 4 years |  | July of every fiscal year |  | Upon receipt of new money (new award or non-competing renewal) |  |
| PI |  | PI |  | PI | GM |  |
| KnowledgeLink Training |  | Updates/Recertifies first 2 tabs in PHS-FITS (Financial Interest and Sponsored Travel) |  | Completes 3rd tab (Relatedness) for the specific ORS Proposal # | Certifies the list of key personnel for the current year. |  |
|  |  | \*Please note what to include and what not to include! |  | All key personnel must complete. Forms are submitted to Central School liaison for confirmation. |  |  |

Other items that withhold funding:

* Proposal not entered through PennERA.
* All required trainings in Knowledge link must be completed.
* IRB / IACUC approvals obtained
	+ Off-site IACUC Form D must also be approved, if applicable.
* Contract must be fully executed through ORS.
* Late submissions of RPPR reports, result in late awarding of Non-competing renewals.