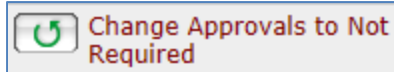


## Quick Reference Sheet: #eSR5601 Change Institutional Approvals when 'Not Required' (updated 12/16/2015)

The eSRA system determines institutional approval requirements based on answers to questions in the eSRA proposal. Some business situations supersede the eSRA logic. That business judgement is applied by the Contracts Officer. This activity provides the Contracts Officer with the ability to change NEPA-CEQA and DOE approvals to 'Not Required' based on business need.

### Change Approvals to Not Required



This activity is available to Contract Officers only in the following states:

- CO Proposal Review
- Awaiting Submission to Sponsor
- Awaiting Response from Sponsor
- Negotiation
- Award Pending

**Change Approvals to Not Required**

Please note that executing this activity will change the approval status for the selected institutional approval(s) to 'Not Required'. If you decide to do so, please provide an explanation in the comment box below.

NEPA/CEQA Review Status: Approved	Set Review to Not Required: <input type="checkbox"/>
DOE Science Review Status: Approved	Set Review to Not Required: <input type="checkbox"/>
DOE Non-Standard Agreement Review Status: Not Required	Set Review to Not Required: <input type="checkbox"/>
DOE IP Review Status: Approved	Set Review to Not Required: <input type="checkbox"/>
DOE Proposal Review Status: Approved	Set Review to Not Required: <input type="checkbox"/>
DOE FAC Status: Approved	Set Review to Not Required: <input type="checkbox"/>
DOE Foreign Status: Not Required	Set Review to Not Required: <input type="checkbox"/>

\* Enter the reason(s) for changing the selected approval(s) to Not Required.  
Enter reason due overriding the system's determination, such as 'This amendment adds funding but does not increase the scope of work.'

Select one or more approvals that are not required.

Specify the business basis for these approvals being not required.

Examples of when this activity might be used:

- NIH Non-competing continuations, by definition, received the institutional approvals on the original proposal and are not required for subsequent year funding. This proposal will be linked to an existing award.
- Amendments or Supplements might not require additional approvals if the scope of work has not changed. This proposal will be linked to an existing award.
- Proposals created only because the sponsor issued a new IAA for subsequent year funding might not require additional approvals. Make sure to reference the original proposal number for auditing reference since a new award is being created.