

[FYI email to Non-research Grant Recipients](#)

Subject: GrantSolutions post-award amendment functionality will be turned on for CDC/ATSDR non-research grant recipients July 17, 2017

Distributed on July 10th

Hello,

You are receiving this email because you have a GrantSolutions Grants Management Module (GMM) account for a CDC/ATSDR non-research grant or cooperative agreement.

We will turn on the functionality that allows you to submit post-award amendment actions in GMM on Monday, July 17, 2017. You will be able to submit all post-award amendments through the system. After July 17, grants management specialists will no longer initiate amendments on your behalf, and project officers will no longer enter your requested budget in the budget worksheet.

The training video “Session 3 – GrantSolutions Post-Award Activities for Grantees” on the [GrantSolutions website](#) describes the amendment submission process in minutes 7 through 11.

These additional resources are located inside the system in the Help section:

- Grantee User Manual (pages 31-41)
- Quick Sheet: Budget Revision Amendment
- Quick Sheet: Carryover Amendment

If you have an Authorizing Official (AO) role or a Principal Investigator/Program Director (PI/PD) role, you will be able to submit amendments. If you have a Grantee Financial Official role, you can enter data and initiate amendment actions in the system, but you cannot submit for CDC review and approval.

You should contact your project officer or grants management specialist if you have programmatic questions about a specific amendment.

Thank you,
GrantSolutions Project Management Office
grantsolutionsinfo@cdc.gov
[GrantSolutions for Grantees](#)