

August 29, 2018

ORA Announcement

The Office of Research Administration will begin generating an award expiration notification process through Workday. This process will automatically generate an email reminder when the award is due to expire. It will be sent to the Lead Principal Investigator, Award Analyst, Cost Center Manager and Cost Center Sponsor Manager at 90, 60, and 30 days prior to the expiration of awards.

If needed, a no cost time extension can then be requested; otherwise, the department should start closing out the project. **It is important that all awards are closed out within the deadlines provided by our office.**

Please visit the ORA website at www.ora.miami.edu.