Hi Dr. X,

Year 5’s NOGA was issued. See attached.

Please update your FCOI for this new award.  **Make sure to compete both steps below**. **This is required for ORS to set up the new year’s award and add dollars.**

**1) Update/re-certify your Significant Financial Interests (SFIs) in the PHS-FITS system**
As an Investigator participating in PHS-sponsored research, you previously disclosed your Significant Financial Interests (SFIs) in the PHS-FITS system. However, under the federal financial conflict of interest regulations, you are required to re-certify your SFIs annually and report Travel regularly. At Penn, this annual re-certification process is taking place this summer and then once every summer. Please log in to PHS-FITS at <https://phsfits.apps.upenn.edu/phsFits/jsp/fast2.do?fastStart=investigator>

You will arrive at the Financial Interests tab. Review your responses and if no change, click Submit / Certify. If you have a new SFI to report, report the new SFI and click Submit / Certify.  Then click the Sponsored Travel tab, add any travel for the past 12 months not previously reported (if any) and click Submit / Certify.

**2) Complete a Grant Relatedness Assessment:**
ORS Institution #: PD#
Project title: Title

Please select this ORS institution number and title from the drop-down list of proposals.  If the proposal is not listed, select “Proposal Not Listed” and type in the Institution in the space provided.

Thank you!