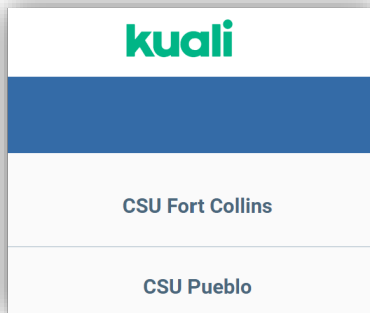
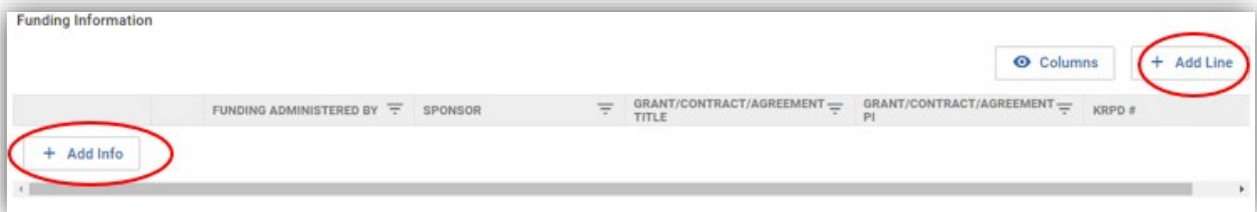


How to Fill Out the Funding Information Table in the IACUC Protocol

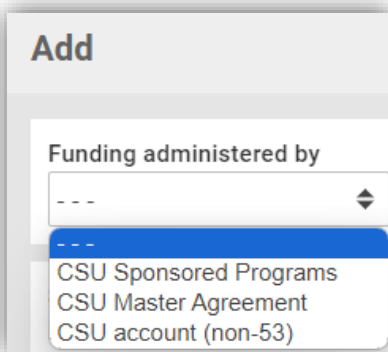
1. Go to <https://colostate.kuali.co/protocols/> and select “CSU Fort Collins” to log in with your CSU NetID and password.



2. In the **Funding** section of your protocol, click on “+ Add Line” or “+Add Info.”



3. When the window appears, click on the dropdown menu arrows to see the different options.
 - a. This question is asking who is creating the account/award for this project?
 - i. “CSU Sponsored Programs” and “CSU Master Agreement” are typically for extramural awards, e.g. NIH, Zoetis, DTRA, Colorado Parks and Wildlife, etc.
 - ii. “CSU account(non-53)” usually means that a CSU or internal account is being used to fund the project.



4. For the next questions in this window:

Add [X]

Funding administered by

Sponsor (Case Sensitive)
Note: for department, internal, or self-funded activities, please choose "CSU" or "Colorado State University" as the Sponsor.

Title/Name of Grant, Contract, Account, or Agreement
Enter response here

PI of Grant, Contract, Account, or Agreement
Last name, First name

If applicable, please enter your KRPD #
KRPD#

[X] Cancel [✓] Done

- a. **Sponsor:** this is the name of the agency that is funding the work outlined in the protocol. This is a typeahead field, so as you type, a dropdown menu should appear based on what you type. If it is extramural, choose the sponsor that matches the proposal/award in KRPD. If it is internal, choose "CSU" or "Colorado State University" as the sponsor.
- b. **Title:** choose the same name as the Grant, Contract, or Agreement. If it is internal or a CSU account, provide the account number, or include the account name that is most commonly associated with that account.
- c. **PI:** choose the person who is the PI on the Grant, Contract, or Agreement at CSU. If it is internal or a CSU account, provide the name of the person who owns the account.
- d. **KRPD#:** If applicable, provide KRPD #.
- e. Then click "Done."