

## Guide for InfoReady Review use

1. GO to <https://southalabama.infoready4.com>
2. Log in or create an account

The screenshot shows the home page of the InfoReady Review platform for the University of South Alabama. The header includes the USA logo and navigation links for 'Log In' and 'Register'. The main content area features a welcome message and a table of active application and competition events. A search bar is located above the table.

Title	Due Date	Category	Award Cycle
2018 Cycle 1 Graduate Student Activities Enhancement Award Program	06/30/2018	Graduate School Funding Opportunity	WIN/SPRG
Office of Undergraduate Research Volunteer (VIP)	04/30/2019	Office of Undergraduate Research Applications	R2_FY18 - 4/1/18-3/30/19
Interdisciplinary Incentive Award Program Claim Form	10/01/2020	ORED Faculty Development Program	Open
ORED Faculty Development Program Post-Award Administration	09/30/2019	ORED Faculty Development Program Administration	Open

3. Register an Account

The screenshot shows the registration form on the InfoReady Review website. A large orange arrow points to the 'REGISTER' heading. The form includes fields for First Name, Last Name, Email Address, and Password. There is a checkbox for 'I'm not a robot' and a 'Create Account' button. Below the form is a table of active application and competition events.

Title	Due Date	Category	Award Cycle
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#### 4. Scroll down to the F&A waiver request

InfoReady Review | Welcome - Cayuse Reso... | Secure | https://southalabama.infoready.com/#homePage

Undergraduate Research) currently use this platform to manage application and competition events.

Development (ORED) runs competitions to award internal grant funding and to select eligible applicants for limited submission opportunities funded by external sponsors.

Active application and competition events are shown below.

Title	Due Date	Category	Award Cycle
2018 Cycle 1 Graduate Student Activities Enhancement Award Program	06/30/2018	Graduate School Learning Opportunity	
Office of Undergraduate Research Volunteer (VIP)	04/30/2019	Office of Undergraduate Research Applications	R2_FY18 - 4/1/18-3/30/19
Interdisciplinary Incentive Award Program Claim Form	10/01/2020	ORED Faculty Development Program	Open
ORED Faculty Development Post-Award Administration		Program Administration	
2018 DOE EPSCoR Implementation Grant Program Letter of Intent	06/04/2018	ORED Limited Submission Competitions	Not Applicable
Waiver of USA F&A Cost (General)	12/31/2019	Sponsored Projects Administration	
2018 TeamUSA Projects to Enhance Scholarship of Team-Based Learning Pedagogy		TeamUSA, OER, ...	

Showing 1 to 7 of 7 entries

#### 5. After clicking on the link click apply to submit a new waiver

Secure | https://southalabama.infoready.com/#competitionDetail/1772544

UNIVERSITY OF SOUTH ALABAMA InfoReady

HOME REVIEWS APPLICATIONS CALENDAR

### Waiver of USA F&A Cost (General)

Internal Submission Deadline: Tuesday, December 31, 2019 [ADD TO CALENDAR](#) [PDF](#)

Administrator(s): ORED Administration

Category: Sponsored Projects Administration

Award Cycle: 2018

Maximum Applications Allowed Per Applicant: 50

No. of Potential Awardees: Unlimited

Description:  
It is the University of South Alabama's policy to require full F&A recovery on all externally sponsored projects unless the sponsor has a published policy disallowing F&A or requiring a lower rate. If a waiver is approved at the Department and College/School level, such approval will be only for F&A recovery due to those units. Final approval of these waiver requests will be made by the Provost & Senior VP Academic Affairs. Request for full Waiver of F&A must be authorized by the VP for Finance & Administration.

Application Tools

[Apply](#)

QUESTIONS? [Email us](#) [Address](#)

Know someone who would love using InfoReady Review? [Make a referral](#) and earn a product renewal discount for your organization!

Review Accessibility

## 6. Fill out the application

Application: Waiver of USA F&A Cost (General)

Fill out the form below to submit your application. The Personal Details section will be populated with information from your User Profile where possible. All your work is automatically saved as you enter it.

Personal Details

\*Indicates required

\*Applicant First Name: Brandon

\*Applicant Last Name: [REDACTED]

\*College/Dept: [REDACTED]

Applicant Degree(s): Separate degrees with commas

\*Email Address: [REDACTED]

\*Phone Number: [REDACTED]

\*Primary Organization: Add Organization [REDACTED]

Application Details

\*Proposal Title: Enter a unique title [REDACTED]

7. Make sure to include any department chairs or Deans in your college that must approve the request

8. Make sure to submit your application

