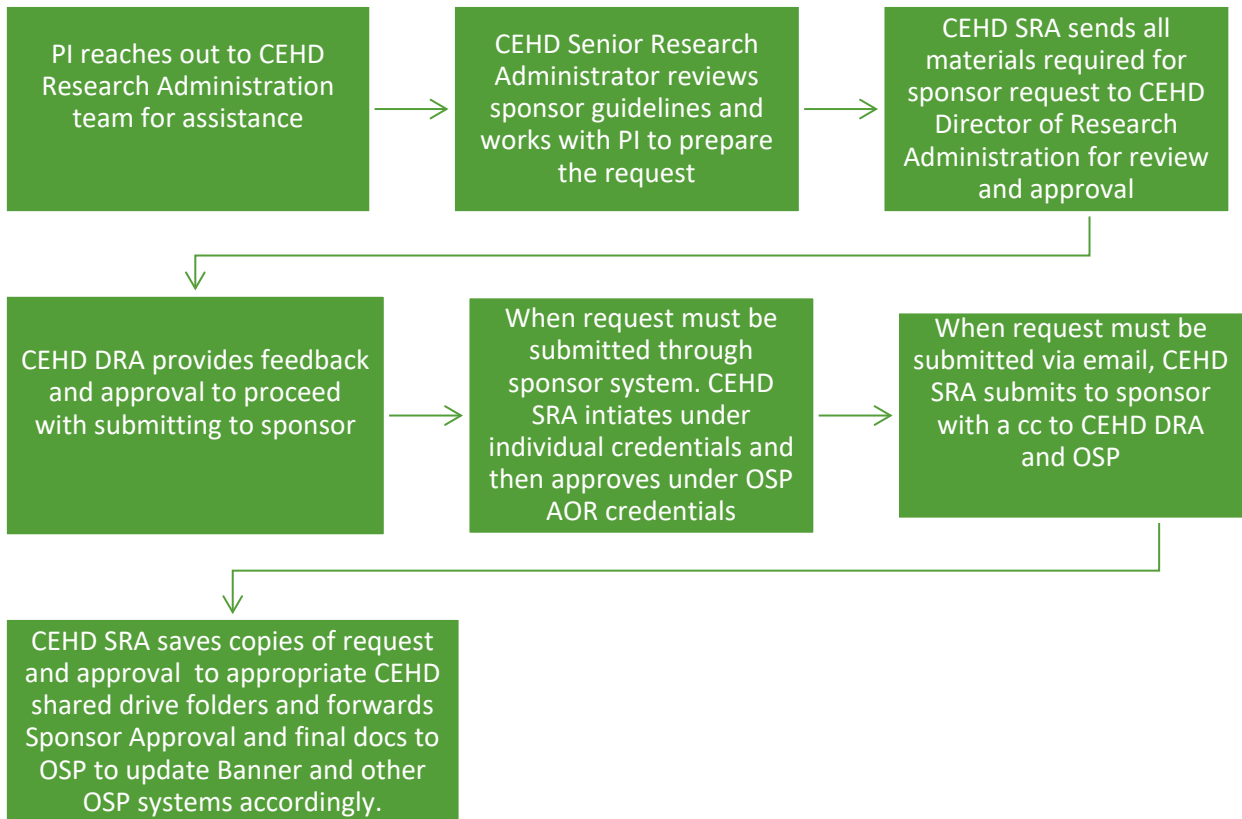


CEHD Post Award Modification Process

- In general, for all standard post award modifications such as changes to the budget, period of performance, scope of work, key personnel, allowable cost exceptions, etc., that require sponsor approval for CEHD awards will be handled through the following process.



- For CEHD awards that CEHD SRAs do not have access to sponsor post award systems such as the Virginia Department of Education OMEGA system, the CEHD SRA will prepare the internal request, route for CEHD DRA approval and then submit to the OSP staff member responsible for submitting the request through that respective sponsor's system.
- For Virginia Department of Education award modification requests that do not require a change to the sponsor approved budget in the OMEGA system, the CEHD SRA will prepare the request, route for CEHD DRA approval and then submit directly to the VDOE Program Officer with a cc to the CEHD DRA and appropriate OSP staff members.