Overview: This guidance document is to assist an OSP Specialist with withdrawing and resubmitting a System-to-System application.

Example: An error is received upon submission that requires an application to be resubmitted.

Where to Start

1. Log-in to MyFunding and search for the proposal in the MyFunding tab.

2. Once the proposal is identified, click on the 'Name' of the application (project title).

3. On the proposal workspace click the Corrections Required activity.

↩ Corrections Required

4. Click on the 'SF424' tab in the proposal workspace and click on the SF424 Link.

Budgets	History	SF424 Summary	Attachments	Personnel Compliance

SF424 Summary

SF424 Link: SF-42400005932

5. Click Reopen for Edit. This will allow updates to be made to the application.

↺ Reopen for Edit

6. When the corrections are complete review, validate, and resubmit the application form the SF424 workspace.

↪ Validate Submission   ⬆ Submit to GrantsGov

7. On the proposal workspace select the Submit Corrected Application activity.

➜ Submit Corrected Application

8. The status of the submission can be tracked in the SF424 tab.

Budgets	History	SF424 Summary	Attachments	Personnel Compliance

SF424 Summary

SF424 Link:	SF-42400004474
SF424 Tracking#:	GRANT13155061
SF424 Received Date/Time:	6/29/2020 9:04 PM -04:00
SF424 Status Updated:	6/29/2020 9:13 PM -04:00
SF424 Current State:	Federal Funding Agency Tracking Number Assigned