<mark>ASSIGNING FUND MAN</mark>	AGER ACCESS							
TO THE PI PORTAL Revised February 14, 2022								
1. PI logs into the PI Portal using their UCLA logon ID	- https://piportal.research.ucla.edu/							
<b>PI Portal UCLA</b> Research Administration Sign In	UCCLA Logon LA   Your UCLA Logon ID   Your UCLA Logon ID   Your UCLA Logon Password   INTER   Porgot your UCLA Logon ID or Password?   Need a UCLA Logon ID?   or   Are you a member of UCLA Health Sciences?   Spin in with your Medinet username and password?							

- 2. Click on the "Settings" link at top right corner.
- 3. Enter Fund Manager's Name or University ID (UID)\* & click Search. \* best option
- 4. Click on the "Add" button.
- 5. On the pop-up box, click the feature(s)\*\* to delegate & Save. \*\*recommend all possible/active features

PI Portal	LA earch Administration	* New Fea	ires IR				Welcome: Tintat, the bill FA	Settings	Get Help	Logout
Home My Pending Proposals My Fu	nds My Agreements I	My Personnel My De	liverables My Protocols	My PHS Disclosures	My Inventions	Search PI	Delegate Access	2 ×		
Lill Projection Model Delegate Access To: Raellen Garife Man										
Note: The School of Medicine has decommissioned the Fund Projection Management tool. The following projection methodology options are now availab     Home Department: MEDICINE-DEPT ADMINISTRATION										
Straight-line Projection - Simple, straight-line projection using the most recent payroll distribution and expenditure rate to date. Click here for more detail.     No Projection - Select this option if you want to see your fund balance only based on actual and pending expenditures without any projection.										
Save Projection Preference 🖉 My Funds										
O Delegate Access							My Agreements			
Grant additional users access						51	My Deliverables			
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