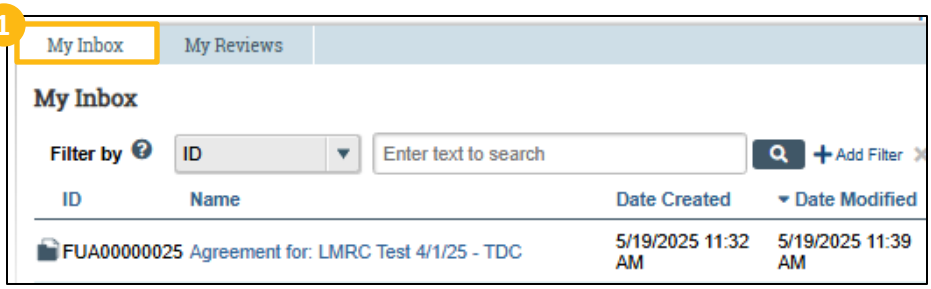
Manage Relationships

Users with edit rights on a Grants project can manually manage the relationship between that project and related agreements. It is essential that relationships are consistent and uniform so that reports and navigation function correctly.

.

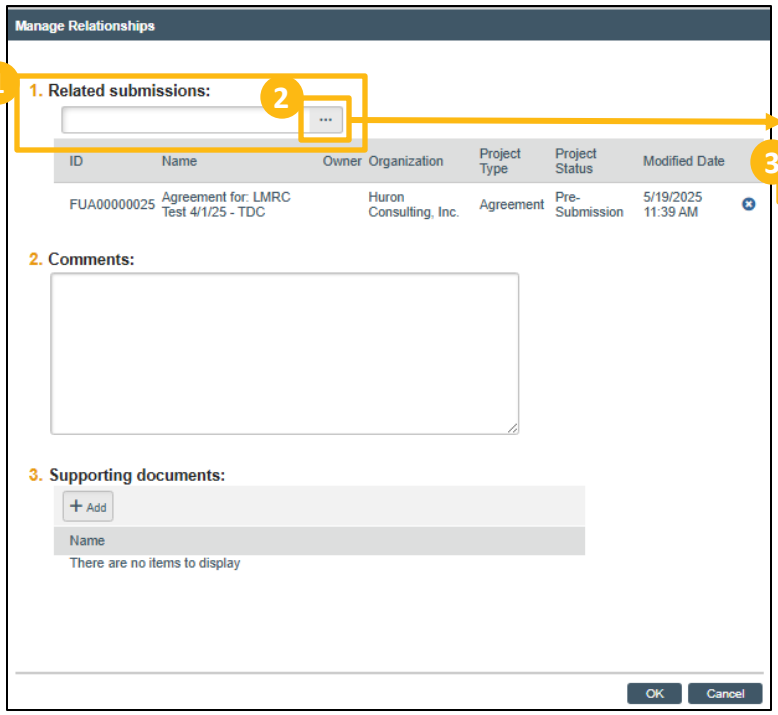
1. **From your inbox, the Funding Proposal page, or the Awards page, open the desired project. From that workspace, click Manage Relationships.**

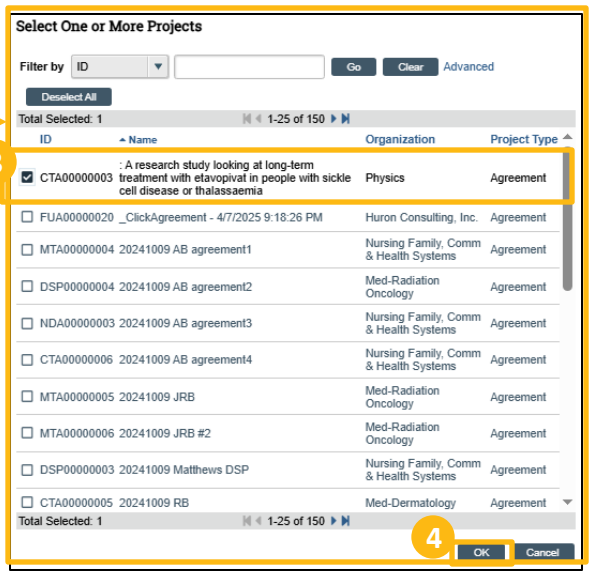




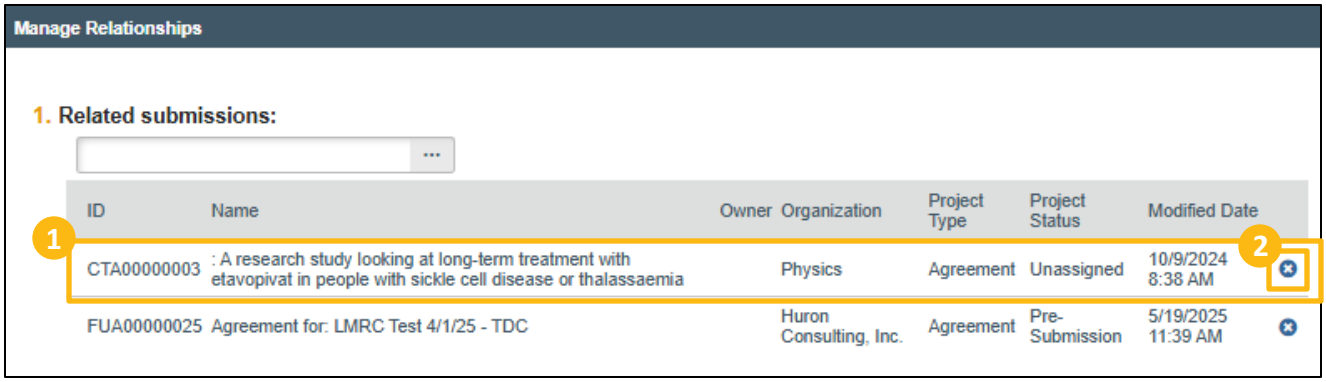


2. **On the Manage Relationships form, begin typing the agreement ID or agreement name under Related Submissions and select it from the list of matches. Alternatively, click the ellipses to browse for the agreement and select all that apply. Click OK.**





3. **A list of the agreements you've added appears on the Manage Relationships page. To remove an agreement, click the remove button .**



4. **Add any necessary comments or supporting documents, then click OK.**

