

## FCOI Certification

All Key Personnel listed on an Award must complete the FCOI certification activity. In this activity Key Personnel respond to questions that may aid in identifying a potential conflict of interest. Answers to these questions have additional security applied for privacy. The responses are only viewable by the Division of Sponsored Programs and the Division of Research Compliance.

To complete the FCOI Certification Activity follow the steps below:

### Step 1

Once an Award has been created in UFIRST, an email notification will be sent to all key personnel alerting them to log in and provide their FCOI certification. Select the link provided in the email notification.

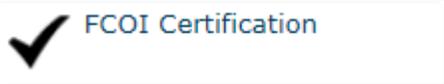


This is an automated notification email. Please do not reply to this email.

<b>From</b>	Adrienne Fagan
<b>Link</b>	<a href="#">AWD00401</a>
<b>Award Title</b>	Financial Conflicts of Interest
<b>Principal Investigator</b>	Ruth Steiner
<b>Sponsor</b>	GOOGLE

### Step 2

This link will navigate you to the Award Workspace. Execute the FCOI Certification activity.



### Step 3

In the FCOI Certification pop-up window be sure to read the text at top of the window and note the helptext field. The help text contains helpful links that may help answer any questions you have in the completion of this form. Answer the questions to fields 1.0-5.0. Once complete click OK.

**FCOI Certification**

**Financial Conflict of Interest Certification**

The goal of this form is to identify potential compliance concerns that must be addressed prior to the execution of a contract and/or release of funds. Completion of this form is required for all key personnel including the PI and mentor, if applicable.

If you have any questions in completion of this form, please contact the Division of Research Compliance at 352-294-1632.

*Division of Research Compliance*  
*Potential Conflicts of Interest*

**Step 4**

Provide an answer to Questions 1.0 through 5.0. If the answer is Yes to any of the questions additional fields may appear to collect further information.

1.0

**\* Do you or your immediate family own stock excluding a mutual or retirement fund managed by an independent entity with an entity that has an interest in the resulting product, materials, or results from this project?**

Yes  No

[Clear](#)

What percent of the company do you own?  % or

How many shares do you own?  or

What is the total value of shares?

**Step 5**

Once all responses have been provided click OK.

OK