**Guidance for Overriding the Automatic Forward for Further Review Setting**  
*a.k.a approving an activity that meets an objective significance threshold*

START myDisclosures will automatically set an activity’s status to “Forward for Further Review” if it meets a significance threshold.

Significance Thresholds include:

- **Financial Interests**
  - Financial interest greater than $5,000
  - Ownership interest greater than 5% in a privately-held company

- **Time Commitment**
  - Request of more than 1 day per week during contract period

- **Connection to the University**
  - Activity uses University resources (space, equipment, supplies, intellectual property)
  - Activity involves other University persons (students, staff)

If you determine that the activity does not present a conflict of commitment or interest despite meeting the threshold, you can set the status to “Approve,” but you will need to provide an explanation.

Explanations could include:

- **Financial Interests**
  - This activity is not related to the discloser’s University duties.

- **Time Commitment**
  - The requested time exceeds the guideline of one day per week, but the request is compatible the discloser’s University responsibilities.

If you have questions, please contact the COI office at [COI@uic.edu](mailto:COI@uic.edu) or (312) 996-3642.