

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 or (312) 996-3642.