

MGX Grantee Roles:

Agency Project Director	<ul style="list-style-type: none"> • <i>Assign access of users already registered in MGX to their own organization(s) and application documents for the Authorized Official, Financial Officer and Agency Contact/Program Staff security roles</i> • <i>Invite new users to an existing document via e-mail using the add/edit roles tool</i> • <i>Initiate available grant applications</i> • <i>Complete, update, and delete applications</i> • <i>Upload and attach files to the application</i> • <i>Modify applications within statuses that allow modifications</i> • <i>Initiate and submit financial, progress, and enforcement reports</i> • <i>Initiate an Amendment Request to an existing grant</i>
Agency Financial Officer	<ul style="list-style-type: none"> • <i>Complete, update, and delete applications</i> • <i>Upload and attach files to the applications</i> • <i>Submit applications statuses that allow modifications</i> • <i>Modify applications within statuses that allow modifications</i>
Agency Authorized Official	<ul style="list-style-type: none"> • <i>Complete, update, and delete applications</i> • <i>Certify and Submit Applications</i> • <i>Upload and attach files to the applications</i> • <i>Submit applications statuses that allow modifications</i> • <i>Modify applications within statuses that allow modifications</i>
Agency Program Staff	<ul style="list-style-type: none"> • <i>Complete, update, and delete applications</i> • <i>Upload and attach files to the applications</i> • <i>Initiate and submit progress, financial, and enforcement reports.</i> • <i>Initiate an amendment request to an existing document</i> • <i>Modify applications within statuses that allow modifications</i>
Agency Writer	<ul style="list-style-type: none"> • <i>Complete, update, and delete applications</i> • <i>Upload and attach files to the applications</i> • <i>Initiate and submit progress, financial, and enforcement reports.</i> • <i>Initiate an amendment request to an existing document</i> • <i>Modify applications within statuses that allow modifications</i>
Agency Viewer	<ul style="list-style-type: none"> • <i>Can view all aspects of a grant, including reports, but has no editing/saving capabilities.</i>