Sponsored Program Services (SPS) Anti-Human Trafficking Flow Chart

Participation identified via Report

### Ratify
- Review the Review for Anti-Human Trafficking Report. Check for the FAR clause in Award & Amendment documents.
- Should Grant Anti-Human Trafficking Flag be set to Y? Yes:
  - Notify RQA
  - Do Nothing
- Change Grant Anti-Human Trafficking Flag to Y
- Enter completed checklist into Perceptive Content under XXX document type.
- Receive Compliance Plan. Enter into Perceptive Content with XXX document type.
- In SAP grant master data, enter Compliance Plan flag = Y.
- Release Grant & Notify RQA of established award

### Reassess (RAQ)
- Annually, run the Review for Anti-Human Trafficking Report & send to Post Award for Review
- Receive notification of new grant with Anti-Human Trafficking Flag = Y
- Prepare Pre PIP Anti-Human Trafficking PI Letter and Initial PI Compliance Plan Checklist and send to PI
- Receive completed checklist. Review checklist.
- Send completed checklist to Post Award to be entered into Perceptive Content with SPS Anti-Human Trafficking document type.
- Review completed checklist.
- Is there a Recruitment & Wage Plan? Yes:
  - Notify Post Award to release Grant
  - Receive Compliance Plan
  - Share with Post Award.
  - Receive Compliance Plan
- Is there a Housing Plan? Yes:
  - Notify Post Award to release Grant
  - Receive Compliance Plan
  - Share with Post Award.
  - Receive Compliance Plan
- Send completed Compliance Plan

### Principal Investigator (PI)
- Certify acknowledgement of policy.
- Receive letter and PI compliance plan checklist
- 1. Communicate to all involved parties including sub’s
   2. Ensure all staff review training materials
- Complete Initial PI Compliance Plan Checklist and return to RQA
- Review completed Initial PI Compliance Plan Checklist.
- Prepare compliance plan
- Send completed Compliance Plan

### Legislated
- Do Nothing
- No
- Notify RQA
- Receive notification of new grant with Anti-Human Trafficking Flag = Y