



SMARTSIMPLE TRANSITION

FREQUENTLY ASKED QUESTIONS

This FAQ provides information about Morris Animal Foundation's upcoming transition to SmartSimple, our new Grants Management System. For questions not covered here, email us at grantapplications@morrisanimalfoundation.org.

GENERAL INFORMATION ABOUT THE TRANSITION

Morris Animal Foundation is transitioning from Fluxx to SmartSimple, a new Grants Management System launching this fall. SmartSimple will provide a more efficient, user-friendly experience for Principal Investigators, Scientific Advisory Board reviewers, and institutional contacts.

We are also discontinuing the use of AIBS SCORES for application submissions and reviews.

We're committed to a smooth transition, with no disruptions to active grants or payments. Detailed updates will be shared via email and in our August newsletter.

RFP APPLICANTS

Can I still submit new applications during the transition?

Yes, all Annual and any other currently open RFPs will be available for you to submit an application. Please refer to our [Apply for a Grant webpage](#) to see instructions for specific RFPs.

Will the proposal submission process change in SmartSimple?

Yes, the proposal submission format will change in the new system. These changes are designed to streamline the submission process.

If I've started an application in the old system, will it transfer over?

Yes, any applications in draft mode are currently available based on the application management software being used for that RFP. Please refer to our [Apply for a Grant webpage](#) for instructions specific to each RFP.

ACTIVE PRINCIPAL INVESTIGATORS - GENERAL

Will all my current and past grants be migrated to the new system?

Yes, all active and historical grant data will be available in SmartSimple starting October 15, 2025.

Will I need to create a new account?

No. However, you will need to create new login credentials. You will receive a system-generated email with setup instructions once SmartSimple goes live.

In preparation, please ensure your institution's email firewall allows messages from SmartSimple (noreply@smartsimplemailer.com). [Instructions to whitelist emails.](#)

How will I know when the new system is live and ready for me to use?

We will share more information in the coming weeks through additional email communications and our monthly newsletter. We will provide details about the transition timeline, what to expect, and how we will support you throughout the process.

The new system will be live, October 15, 2025.

What training or support will be available to help me learn the new system?

Once the system is live, we will provide user guides and be available to offer any support. You can always email grantapplications@morrisanimalfoundation.org if you have any immediate concerns.

How do I submit a Request for Study Change form during the transition?

If your request can wait, please submit it after October 15. If time-sensitive (e.g., PI or institution changes), email the form directly to grantapplications@morrisanimalfoundation.org.

ACTIVE PRINCIPAL INVESTIGATORS – PAYMENTS

Will this system change the payment schedule for my current grant?

No, your payment schedule will remain the same for your current grant(s).

How will I receive my grant payments moving forward?

There will be no changes to the grant payment process. Payments will continue via ACH (U.S. institutions) or wire transfer (non-U.S.). You will need to update your banking information in SmartSimple after launch. You will receive a login email with instructions on how to update your payment information when the system is live.

Will past payment history be available in the new system?

Yes. Payment history and related grant records will migrate to SmartSimple.

Do I need to update my payment or banking information?

Yes. Once SmartSimple is live, you will receive instructions to update your payment details.

Who should I contact if a payment is delayed during the transition?

We are taking proactive steps to ensure no payments are delayed during the transition. Please make sure your reports are submitted on or before their due date to ensure your payment date is not affected by this transition. You can view report and payment status within SmartSimple. If you still have questions about a current or upcoming payment, please email us at grantapplications@morrisanimalfoundation.org.

ACTIVE PRINCIPAL INVESTIGATORS – REPORTS

Will I still have access to past submitted reports in the new system?

Yes. All past and current report data for active grants will be available starting October 15, 2025.

Will my upcoming report deadlines change?

Only active grants with a report due within the months of August - October may be affected by this transition.

If you have a report due in August, please ensure your reports are submitted on time, otherwise any upcoming payments may be delayed until October.

If you have a report due in September, you will have the opportunity to submit your report early in August. If you do not submit early, then your report date will be pushed back to mid-October and payments will be delayed until Mid-November.

If you have a report due in October, report dates will be pushed back to mid-October and payments should not be delayed.

Please reach out with any additional questions. Thank you for your understanding as we ensure a smooth transition to our SmartSimple software.

How will I submit progress and final reports in the new system?

You'll receive login instructions and user guides when SmartSimple goes live.

Will the report format or required attachments be different?

Yes, the report format will change. Reports will now be entered directly into the system.

Will I receive reminders for report due dates from the new system?

Yes. SmartSimple will send automated due date reminders.

Do I need to re-upload any previously submitted reports?

No. If anything appears missing once you log in, contact grantapplications@morrisanimalfoundation.org and let us know.

Will co-investigators or institutional administrators be able to access and review reports?

Yes, any collaborators you add to your grant in SmartSimple will be able to view.

ANIMAL HEALTH ADVISORY COUNCIL (AHAC)**Will I need to create a new account to access the new system?**

No, but you will need to create new login credentials in SmartSimple. You will receive a login email with instructions on how to update your login credentials information when the system is live.

In preparation, please ensure your institution's email firewall allows messages from SmartSimple (noreply@smartsimplemailer.com). [Instructions to whitelist emails.](#)

Will my login credentials from the old system still work?

No. The previous system will no longer be used. SmartSimple will include your AHAC profile, including expertise areas, CV, assignments, and service hour tracking.

When will I be able to access the new system to review proposals?

If you currently have a volunteer assignment, please reference your communication with your Morris Animal Foundation contact for instructions on how to access your current reviews.

Will the review process change in the new system?

The review process will remain the same. However, SmartSimple introduces a more intuitive reviewer portal with added functionality.

Will my scoring or commenting format be different?

The content of review forms will remain consistent, but the format will be updated to match the new platform.

CONTRACTING**Will the completion of my grant agreement be delayed due to the system transition?**

We are taking proactive steps to ensure new grant agreements are not delayed during the transition. Agreements will continue to be processed through DocuSign. However, if your agreement is executed during the transition, there may be a short delay in setting up the grant in SmartSimple.

Where will I sign the contract?

All contracts will continue to be sent and signed via DocuSign, outside of SmartSimple.

If I've already started the contracting process, will I need to start over in the new system?

No. DocuSign will remain in use and in-progress agreements will continue as usual.

Will institutional officials need to set up new accounts in the new system?

Yes. Authorized Users and Financial Officers must set up new profiles in SmartSimple. Account setup instructions will be sent when we launch October 15, 2025.

Who will receive notifications about required signatures or documents during the transition?

The Principal Investigator and the designated contract signer (as listed in Fluxx) will receive notifications via email and DocuSign about the grant agreement.

For questions not covered here, email us at grantapplications@morrisanimalfoundation.org.