Office of Sponsored Research

# SeRA Proposal Types
# And
# Impacts on Project Structure and PTA Configuration

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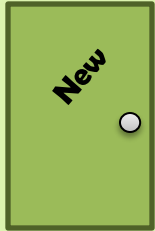Office of Sponsored Research

June 20, 2013

# Which proposal type should I use?
## Typical scenarios:

**New**

- You are submitting a proposal for a new project where a SPO# doesn't already exist.

**Resubmission**

- The original proposal submission will not be funded because it was rejected by the sponsor or withdrawn by Stanford and you are submitting the proposal again for re-consideration.

**NCC/Progress**

- You have a partially-funded award and the sponsor requires that you submit an institutionally-endorsed progress report to the sponsor in order to receive funding for the next budget period.

- You have a PHS-sponsored award or subcontract that requires an annual FCOI certification.
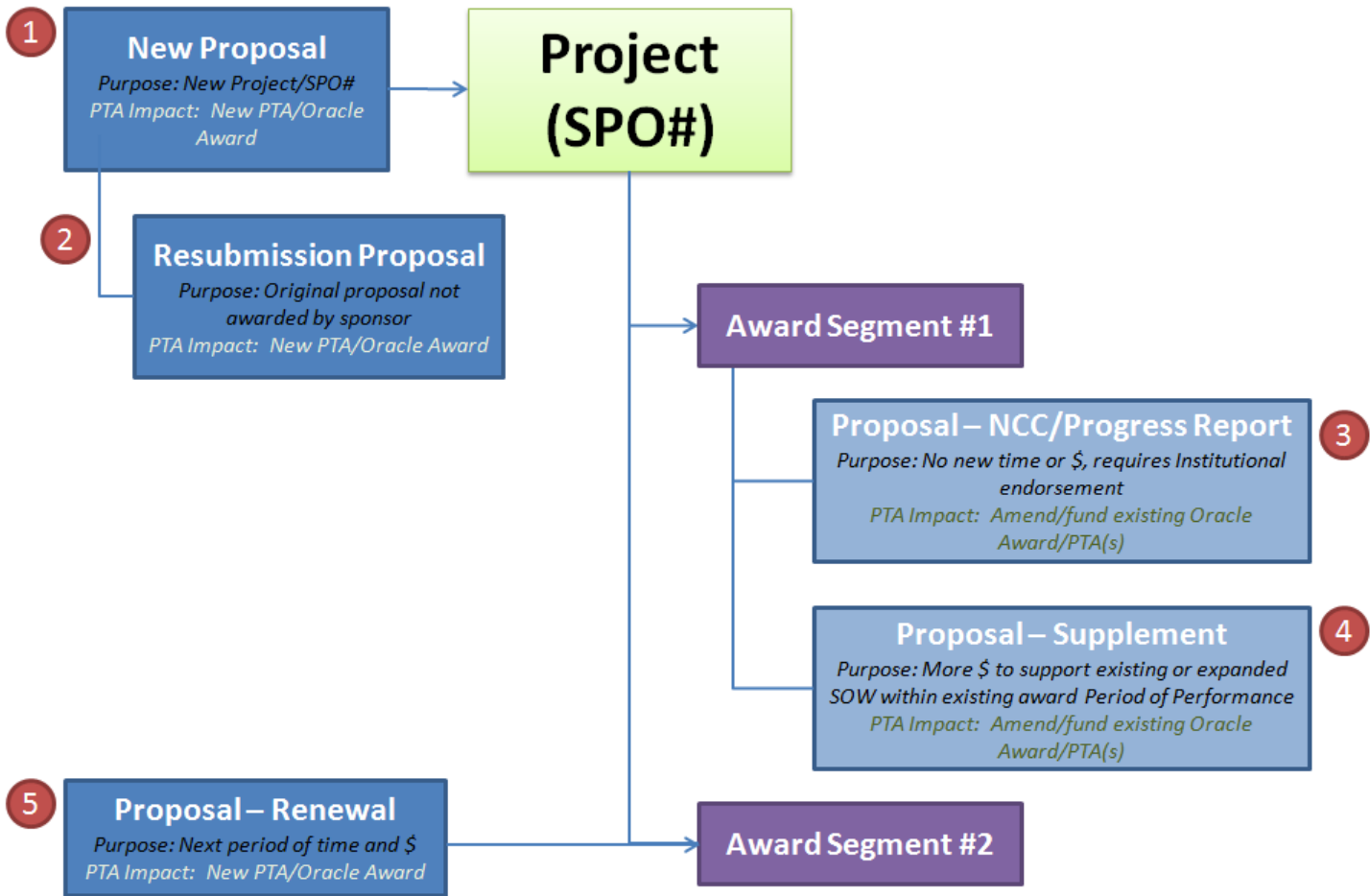
**Supplement**
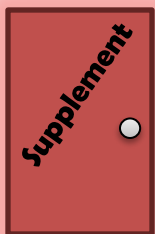
- You have an existing award and you are requesting more funding to support the existing Scope of Work.

- You have an existing award and you are requesting more funding to support an expansion of the Scope of Work.

**Renewal**

- You have an award where you want to request the next period of time and money for the next segment of work.

# SeRA Project Configuration
## Proposal Types & Typical PTA Impacts

**(1)** **New Proposal**
Purpose: New Project/SPO#
PTA Impact: New PTA/Oracle Award

**Project (SPO#)**

**(2)** **Resubmission Proposal**
Purpose: Original proposal not awarded by sponsor
PTA Impact: New PTA/Oracle Award

**Award Segment #1**

**(3)** **Proposal – NCC/Progress Report**
Purpose: No new time or $, requires Institutional endorsement
PTA Impact: Amend/fund existing Oracle Award/PTA(s)

**(4)** **Proposal – Supplement**
Purpose: More $ to support existing or expanded SOW within existing award Period of Performance
PTA Impact: Amend/fund existing Oracle Award/PTA(s)

**(5)** **Proposal – Renewal**
Purpose: Next period of time and $
PTA Impact: New PTA/Oracle Award

**Award Segment #2**

*But remember…. PTA configuration is also driven by the terms of the award*

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Use **Initiate New Proposal** when you want to start a proposal transaction for a **new project**. Do not click here if you are submitting a proposal related to an existing project.   **(1)**



**Stanford Electronic Research Administration**
Search: SPO #   Advanced Search   MICHIKO Sign out

Dashboard
**Initiate New Proposal** ← Click Here to Initiate a proposal for a NEW PROJECT
OSR Proposal Intake
eProtocol

Other Agreements

Reports

| Main | Proposals | Awards | Clinical Trials | Other Transactions |

**My Action Items**

1 - 6

| Trans ID/ PDRF# | Action Item | Process Type | SPO # | PI | Sponsor | Assigned | Assigned No of Days | Priority Flag | Priority ? |
|---|---|---|---|---|---|---|---|---|---|
| AW501292 | Process Award | Process Award - New | 52634 | Solomon, Edward I | Northumbria University (NORTHUMB) | 22-APR-11 | 0 | | set priority |

**SeRA**

Use **PROPOSAL – RESUBMISSION** when re-submitting a proposal that was not awarded by the sponsor

*PTA Impact: new PTA/Oracle Award*

PROJECT (SPO#)
└ Proposal
  └ Process Proposal – Resubmission
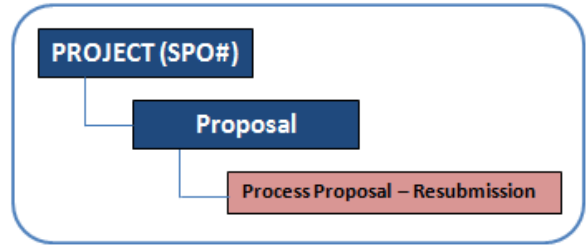
**Can be processed on proposals with a "Rejected" status or a "Proposed/Submitted" status**

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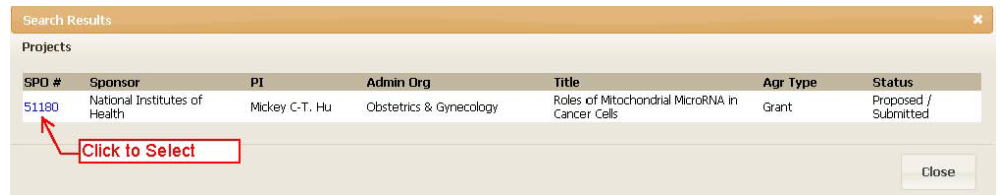**When the proposal status is Proposed/Submitted:**

## STEP 1

Search for the SPO #

## STEP 2

Select the SPO# to proceed to the Project Summary page

## STEP 3

On the Project Summary page, select the applicable Proposal ID of the proposal you want to Resubmit

## STEP 4

On the Proposal Summary page, select "Process Proposal – Resubmission" from the Start a Transaction menu

## PROPOSAL RESUBMISSION, cont.

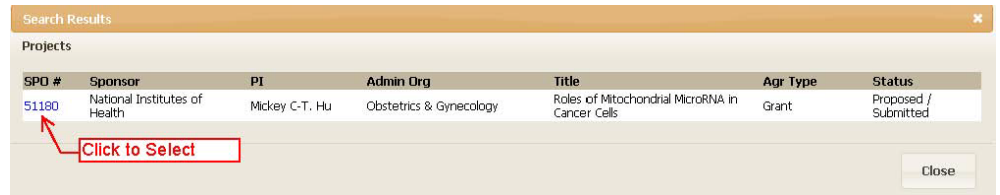### When the proposal status is Rejected:

**STEP 1**

Search for the SPO #



**STEP 2**

Select the SPO# to proceed to the Project Summary page



**STEP 3**

On the Project Summary page, click on the "Proposals" tab



**STEP 4**

From the Proposals tab, select the applicable Proposal ID of the Rejected proposal you want to resubmit

WITHDRAWN / REJECTED / NOT SUBMITTED PROPOSALS

| Proposal Id | Deadline Date | Proposal Type | Start Date | End Date | Amount Requested | Proposal Status |
|---|---|---|---|---|---|---|
| P1 | 18-May-2011 05:00PM | New | 01-Jun-2011 | 31-Jul-2011 | $ | Rejected |

**STEP 5**

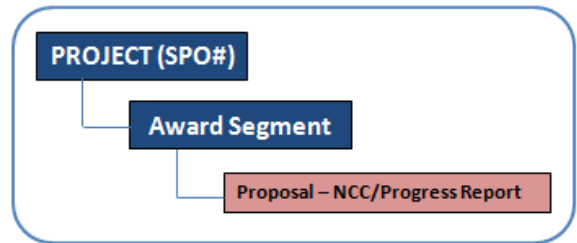On the Proposal Summary page, select "Process Proposal – Resubmission" from the Start a Transaction menu

Use **PROPOSAL – NCC/Progress Report\***
when **no new time or funding is requested, but
the sponsor requires an institutionally-endorsed
progress report to trigger the next increment of
funding**
*\*NCC = Non-Competing Continuation*

*PTA Impact:  Amend/fund existing PTA/Oracle Award*

**PROJECT (SPO#)**
**Award Segment**
**Proposal – NCC/Progress Report**

## STEP 1

Search for the SPO #



## STEP 2

Select the SPO# to proceed
to the Project Summary
page



## STEP 3

Select the applicable Award
Segment that the Non-
Competing Continuation
proposal is associated with



## STEP 4

Select "Process Proposal –
Non Competing
Continuation" from the Start
a Transaction menu

**eRA**

④

Use **PROPOSAL – SUPPLEMENT** when you are requesting **additional funding to support an existing or expanded SOW within the existing award Period of Performance**

*PTA Impact: typically funds existing Oracle Award/PTA(s).... But depends on how the sponsors awards it*

PROJECT (SPO#)
→ Award Segment
   → Process Proposal – Supplement

## STEP 1

Search for the SPO #

**Stanford Electronic Research Administration**

Search: SPO # | MICHIKO Sign out Build:31.2
Advanced Search

Dashboard
Initiate New Proposal
OSR Proposal Intake
eProtocol
Other Agreements

**MY DASHBOARD VERSION 2**

Main | Proposals | Awards | Clinical Trials | Other Transactions

Search for the SPO #

**My Action Items**

## STEP 2

Select the SPO# to proceed to the Project Summary page

**Search Results** ✕

Projects

| SPO # | Sponsor | PI | Admin Org | Title | Agr Type | Status |
|-------|---------|-----|-----------|-------|----------|--------|
| 51180 | National Institutes of Health | Mickey C-T. Hu | Obstetrics & Gynecology | Roles of Mitochondrial MicroRNA in Cancer Cells | Grant | Proposed / Submitted |

Click to Select

Close

## STEP 3

Select the applicable Award Segment that the Supplement proposal is associated with

**Stanford Electronic Research Administration**

Search: SPO # | MICHIKO Sign out Build:31.2
Advanced Search

Dashboard
Project
Attachments
Project History
Other Agreements

**SPO #51180**
Mickey C-T. Hu
Obstetrics & Gynecology

Agreement Number: 1 R01 GM12345-01
Agreement type: Grant

Sponsor: National Institutes of Health

Summary | Proposals | Awards | Other Transactions

**PROJECT SUMMARY**

Title: Roles of Mitochondrial MicroRNA in Cancer Cells
Start Date: 01-Jul-2011
Funded To Date: 30-Jun-2012

Total Project Estimated Cost: $1,975,000.00
Total Project Funded To Date: $395,000.00

1 - 1

| Award Segment | Segment Type | Start | End | Budget Amount | Funded to Date | Funding Status |
|---------------|--------------|-------|-----|---------------|----------------|----------------|
| 1 | Standard | 01-Jul-2011 | 30-Jun-2016 | $ 1,975,000.00 | $ 395,000.00 | Partially Funded |

Click the applicable Award Segment

**SUBMITTED PROPOSALS PENDING AWARD**

## STEP 4
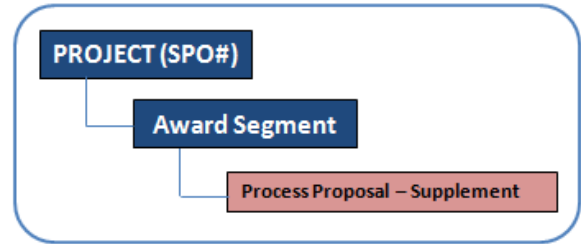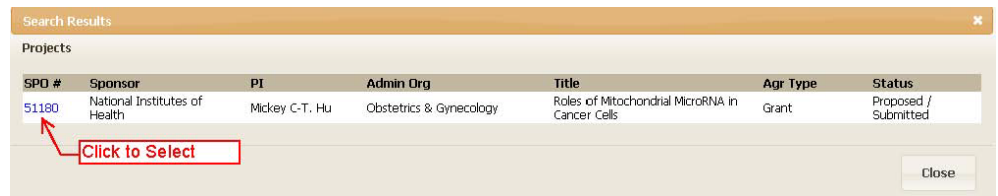
Select "Process Proposal – Supplement" from the Start a Transaction menu

**Start a Transaction**

--Select one-- ▾

--Select one--
Process Proposal - Non Competing Continuation
Process Proposal - Supplement
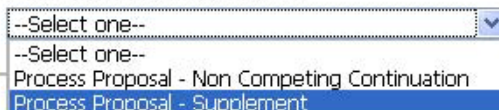
Use **PROPOSAL – RENEWAL**\* when you are requesting **the next period of time and funding on the same project** (typically new SOW and new Period of Performance)
*formerly called "Competing Renewal"*
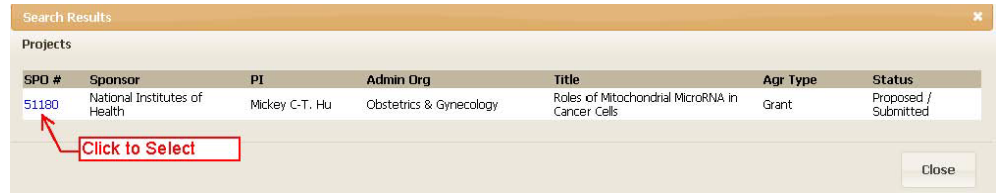
*PTA Impact: new PTA/Oracle Award*
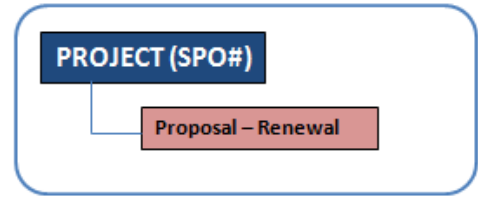


## STEP 1

Search for the SPO #



## STEP 2

Select the SPO# to proceed to the Project Summary page



## STEP 3

On the Project Summary page, select "Proposal – Renewal" from the Start a Transaction menu