Seminar Series

SeRA Proposal Types
And
Impacts on Project Structure
and PTA Configuration

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Which proposal type should I use?

Typical scenarios:

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

• The original proposal submission will not be funded because it was rejected by the sponsor or withdrawn by Stanford and you are submitting the proposal again for re-consideration.

• 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.

• 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.

• You have an award where you want to request the next period of time and money for the next segment of work.
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.
QUICK GUIDE: PROPOSAL RESUBMISSION

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

**PTA Impact: new PTA/Oracle Award**

Can be processed on proposals with a “Rejected” status or a “Proposed/Submitted” status

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

**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

**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
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

**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 Supplement proposal is associated with

**STEP 4**

Select “Process Proposal – Supplement” from the Start a Transaction menu
Use **PROPOSAL – RENEWAL** when you are requesting the **next period of time and funding on the same project** (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