RAS: Proposal Details

The purpose of the Proposal Basics section is to collect additional Proposal Details, S2S Opportunity Search information (if applicable), Sponsor & Program Information, and Organization and Location specifics. Through the Proposal document, click **Save** to save your work, or click **Save and Continue** to begin progressively navigating through the section screens.

Proposal Details

In this first panel, the majority of fields will carry over from the Create Proposal screen. The following additional fields will be open for entry, as applicable:

Field*	Description
Originating Sponsor	The original funding source agency for the overall application (used when Tufts is the sub-recipient of funding from another institution, e.g. NIH) *Note: When Tufts is the sub-recipient of funding from another institution, use the **Sponsor** field to identify that institution – the application will be treated as a non-Grants.gov proposal in RAS, regardless of the Originating Sponsor*
Award ID	Conditionally activated field (for <u>non</u>-New Proposal Types); field to document an associated Award (where applicable) to allow the proposal to be re-linked
Original Institutional Proposal ID	Conditionally activated field (for <u>non</u>-New Proposal Types); field to document the original Institutional Proposal (where applicable) to allow the newly created proposal to be re-linked (and, in some cases, update/version) to it. See **Set Original Institutional Proposal ID** job aid.
Grand Challenge	Select from FIVE main research areas for multi-disciplinary approaches to complex problems and usually require the efforts of researchers and scholars from a broad range of departments and/or schools. See **Grand Challenges and Key Words** job aid.
Keywords	A multi-select list of terms to help classify the nature of proposed work for reporting tabulation. See **Grand Challenges and Key Words** job aid.
Additional Tags	Use when the Keywords are not granular enough and want to add additional content to the proposal. To use this field, select the 'Add New Tag' button, type in the new text and save, and then select it from the drop down list.
Location of Work	For work that will take place in another country (or countries), or in the U.S. See **Location of Work** job aid.
Nature of Foreign Work	For nature of foreign work that will take place in another country. Multiple selections are: **Subcontract, Consultant, Business Travel, and In-Country Employees**
Non-Tufts Originating Proposal: The first segment of this project was submitted while the PI was at another institution	This check box is unchecked by default. Validation requires an Original IP ID when the proposal type is anything other than New, Pre-Proposal, or Transfer In. If the Original IP ID is not known because the PI submitted the first segment from another institution, then this check box should be checked and the validation for the Original IP ID will not trigger a validation.
Mixed On/Off Campus Items in Budget	Displays 'True' when there is <u>mixed</u> on and off campus F&A rates in the budget, and displays 'False' when there is no mixed on and off campus F&A rates.

Note: Fields carried over from previous screen not repeated here.

RAS: Internal Pilot Studies & Tufts Collaborates

The Tufts Collaborates program uses the standard workflow in Proposal Development, with a few specific adjustments. As an internal application program, a Tufts Collaborates proposal:

- Never links to an S2S opportunity
- Does not get processed by Post-Award, get Award Budget, or receive a Grant Account ID

In order to correctly classify these proposals, the following fields must be entered as follows:

- Sponsor = Tufts Collaborates (Proposal Details panel)
- Activity Type = Internal Pilot (Proposal Details panel)
- Anticipated Award Type = Internal Pilot Study Program (Sponsor & Program Info panel)
- Notice of Opportunity = Internal (Sponsor & Program Info panel)

Tufts Collaborates proposals still require all standard proposal fields, a complete budget, and should always be ad hoc routed (see **Ad Hoc Routing** job aid) to the School Dean.

The Pre-Award contact will be the final proposal reviewer, like any other proposal, but will not conduct a comprehensive review of the proposal content for such proposals. This action will generate the Institutional Proposal (IP).

Once a year, Awards will be created in RAS Award with a one-time Time & Money transaction linked to the Tufts Collaborates IP. Teams can apply for a no-cost extention, if needed. See **Create/Edit an Award** job aid for how to create an award, and use the 'Tufts Collaborates NEW' for the Sponsor Template to populate the Terms & Conditions. Tufts Collaborates Proposals and Awards are excluded from University Summary Level reporting.
Screen below is from Proposal Development:

If a Sponsored Proposal Later Results from a Tufts Collaborates Award

If a federal or non-federal proposal results from the Tufts Collaborates internal award, new fields must be populated in PD's Supplemental Info panel to document the link to the original Collaborates proposal. (The first question must be answered on *all* Proposal Development proposals – and would otherwise be answered 'No.') If this first question is a 'Yes' response, the DeptID is required for the related Tufts Collaborates Award in the subsequent question. If you do not know the DeptID, please contact collaborates@tufts.edu. Note: These fields do not get filled out for the Tufts Collaborates proposal itself, just the resulting sponsored proposal:

Supplemental Info

ⓘ Document was successfully saved.

Other Information   Organizational Information   Internal Pilot Study

Internal Pilot Study

Did this proposal result from a Tufts Collaborates award?: *

[select ▼] [■]

If 'yes', what is the DeptID for the related Tufts Collaborates award?:

[   ]

RAS: Notifications Panel

The purpose of the Notifications panel is to summarize a history of PI Certification emails.

- When the PI is notified to certify
- When the PI certifies