

Proposals

A-12. Entering required data for Limited Submissions, Proposal tab (v8.9)

The **Limited Submission** information is used to track proposals for those solicitations which the sponsor has limited the number of proposals that may be submitted by an institution. A white paper is forwarded to the Research Office by the following procedures. This data is important for internal reporting purposes and for making the selection of the proposals which will go forward to the sponsoring agency.

New in v8.9:

- Use of UD Financials/Grants to submit and select limited submission proposals

Navigation.

- Go to UD Financials Menu: **Grants**→**Proposals**→**Maintain Proposal**.
- At the Proposal menu, select the following:
 - **Add a New Value**

The screenshot shows the 'Proposal' tab selected in the UD Financials system. The form displays the following information:

- Proposal ID:** 07000863
- Version ID:** V101
- Description:** NSF COMB RESEARCH
- Currency:** USD
- Title:** NSF COMBINED RESEARCH ROBINSON
- *PI ID:** 99999 (Robinson, Frank)
- *Sponsor ID:** 0100 (National Aero and Space Administration)
- Purpose:** RSCH1
- *Proposal Type:** New
- CFDA:** 43.000
- Confidence %:** 98
- Status:** Draft
- Submit Status:** Not Submitted
- Generate Status:** Not Generated
- In Approval Process
- Facilities & Admin Requested
- Foreign Application/Component
- NIH Modular Grant
- Template Proposal

At the bottom of the form, there are links for 'Due By', 'Budget Express', and 'Additional Information' (circled in red). A grey box with the number '1' is also visible.

1. On the **Proposal** tab, click the **Additional Information** link at the bottom of the page

Additional Information

Proposal ID: 12400003 Version ID: V101
Description: FWS CANADA GEESE WIL Currency: USD

Additional Information Find | View All First 1 of 1 Last

*Type: [Dropdown Menu]
Comments: [Text Area]

Return To Main Proposal

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Options in dropdown menu:
Earmark
Express Proposal
Flow Through
Intellectual Property
Limited Submission
Major Goals
No Cost Ext - Grantee Appd
No Cost Extension-Sponsor Appd
No Cost Extension-requested
Other
PI Change
Pre-Award Spending
Previous Award
Race to the Top
Related Proposals
Solicitation
Special Agreement
Technology Control Plan
Unobligated Balance

2. **Types** - select **Limited Submission** with the dropdown

3. Click **Return to Main Proposal** link.

IMPORTANT: You must complete the following tabs/links as usual for a new proposal **before** following the instructions below. (See: sections of the Grants Training Manual for more information.)

- **Proposal (A-1)**
- **Projects (A-2)**
- **Key Words (A-4)**

4. Click **Save** button