

Overview:

New Proposal Types were implemented November 2014 to accommodate the variety of proposal submissions to Sponsors. Selecting the correct proposal type in your Kuali Coeus proposal ensures all appropriate information will be included with your proposal upon submission to the Sponsor. To help make the correct selection, first ask if this proposal is in response to an existing award at MIT:

Is this for an existing award?			
Yes		No	
Progress Report		New	New Changed/ Corrected
Supplement	Supplement Changed/Corrected	Budget – SOW Update	
Renewal	Renewal Changed/Corrected	Resubmission	Resubmission Changed/ Corrected
Task Order			

Once you have made this determination, use the chart below to determine the exact proposal type to use, along with which information is required or not required for this proposal. **As with all proposals, following Sponsors instructions for your specific proposal:**

Procedure:

Kuali Coeus Proposal Type	MIT Definitions and Appropriate Uses	Grants.gov Definition	Sponsor	Original Proposal #	Award #	Previous Grants.gov Tracking ID	Kuali Coeus Certification	Kuali Coeus Routing Map
Budget –SOW Update	<p>Updated proposal documents (e.g. revised budget) requested by Sponsor for a proposal currently undergoing Sponsor review. Example: NSF Proposal File Update</p> <p style="background-color: yellow;">Not for use with Kuali Coeus Grants.gov S2S submissions</p> <p>***Do not use if adding new personnel that need to certify. Use proposal type "New" for this circumstance.</p>	No corresponding definition	Not Applicable	Institute Proposal # (of submission being revised)	Not Applicable	Not Applicable	No - Aggregator does not send certification request.	<p>Changed/Corrected Questionnaire required.</p> <p>Depending on response, it may skip Dean level approval.</p>
New	<p>An application submitted to the sponsor for funding for the first time.</p> <p>An application that has been previously submitted to the Sponsor which adds Investigator and/or Key People who have not previously certified on original proposal.</p> <p>An application for a portion of work or a task under a fully funded Master Agreement (e.g. RPP, RPO, MIT Alliance)</p>	An Application that is submitted to the Sponsor for the first time.	Not Applicable	If Pre Proposal submitted, enter Institute Proposal #	Not Applicable	Not Applicable	Yes	Normal Routing

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New Changed/ Corrected	<p>A Changed / Corrected proposal to fix a submitted New grants.gov Application.</p> <p>Use only with Grants.gov S2S submissions.</p> <p>Example: to address NIH eRA validation warnings or errors</p> <p>** Confirm the federal sponsor allows New Change/Corrected</p>	A Changed/ Corrected proposal to fix a submitted "New" grants.gov Application	Not Applicable	Institute Proposal # (of proposal that errored)	Not Applicable	Grants.gov ID # (of proposal that errored)	No – Aggregator does not send certification request	Changed/Corrected Questionnaire required – based upon response, may skip Dean level approval
Pre Proposal	<p>Pre-Application submitted to Sponsor for invitation to submit a full application.</p> <p>Prepare and route in Coeus ONLY IF Pre-application proposal must be submitted through Grants.gov or requires OSP approval/ signature prior to submission to Sponsor.</p>	Pre-Application submitted to Sponsor for invitation to submit a full application.	Not Applicable	Not Applicable	Not Applicable	Not Applicable	No – Aggregator does not send certification request.	Dept Head > OSP CA (skips Dean level approval)
Progress Report	<p>Progress Reports are used when there is an existing award with a previously approved budget period, and a report is required with OSP signature prior to Sponsor release of incremental funds.</p> <p>Progress Reports are also used to route requests for budget revisions on an existing award (without adding funding) that require Sponsor prior approval</p>	Grants.gov "Continuation" - A non-competing application for an additional funding /budget period within a previously approved project period.	Not Applicable	Not Applicable	Current Award #	Not Applicable	No – Aggregator does not send certification request	Changed/Corrected Questionnaire required – based upon response, may skip Dean level approval

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Renewal	<p>Renewal proposals are requests for additional support beyond the period and funding provided by an existing award.</p> <p>This may be a continuance of the original award received, or there may be a gap between the originally funded award and this request for new funding.</p>	<p>An application requesting additional funding for a period subsequent to that provided by a current award.</p> <p>A renewal application competes with all other applications and must be developed as fully as though the applicant is applying for the first time.</p>	<p>Confirm Sponsor requirement For NIH Sponsor, Proposal No. required (eRA Commons, not the Grants.gov ID)</p>	Not Applicable	Prior Awarded Segment Award #	Not Applicable	Yes	Normal Routing
Renewal Changed/ Corrected	<p>A Changed / Corrected proposal to fix a submitted Renewal Grants.gov Application, e.g. to address NIH eRA Validation warnings or errors.</p> <p>Use only with Grants.gov S2S submissions.</p> <p>***Use only where there is an existing MIT award</p>	<p>A Changed / Corrected proposal to fix a submitted Renewal Grants.gov Application, e.g. to address NIH eRA Validation warnings or errors.</p>	<p>Confirm Sponsor requirement. NIH Sponsor, Proposal No. required (eRA Commons, not Grants.gov ID)</p>	Institute Proposal # (of proposal that errored)	Prior Awarded Segment Award #	Grants.gov ID # (of proposal that errored)	No – Aggregator does not send certification request	Changed/Corrected Questionnaire required – based upon response, may skip Dean level approval

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Resubmission	An amended, full proposal submitted to sponsor for new consideration following review and non-funding of prior application.	An application that has been previously submitted, but was not funded, and is being resubmitted for new consideration. (Used with grants.gov submission ONLY based on sponsor's instructions.)	Confirm Sponsor requirement. For NIH Sponsor, Proposal No. required (eRA Commons, not the Grants.gov ID)	Not Applicable	Not Applicable in most instances. <i>HOWEVER,</i> NIH Re-submission of a prior NIH Renewal or Supplement proposal, the Award # field <i>is</i> required.	Not Applicable	Yes	Normal Routing
Resubmission Change/ Corrected	A Changed / Corrected proposal to fix a submitted Resubmission grants.gov Application. Use only with Grants.gov S2S Submissions Example: to address NIH eRA Validation warnings or errors	A Changed/Corrected proposal to fix a submitted Resubmission grants.gov Application.	Confirm with Sponsor requirement. For NIH, Sponsor Proposal No. required (eRA Commons – not the Grants.gov tracking ID)	Institute Proposal # (of the proposal that errored).	Not Applicable	Grants.gov ID # (of the proposal that errored)	No – Aggregator does not send certification requests.	Change/Corrected Questionnaire required – based upon response, may skip Dean level approval.

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Supplement	<p>Proposal for Supplemental Funding overlapping the existing period of performance.</p> <p><i>If no overlap, use Renewal.</i></p> <p>***Use only where there is an existing MIT award</p>	<p>Grants.gov "Revision" - An application that proposes a change in:</p> <p>1) the Federal Government's financial obligations or contingent liability from an existing obligation; or,</p> <p>2) any other change in the terms and conditions of the existing award.</p>	<p>Confirm Sponsor requirement. For NIH Sponsor, Proposal No. Required (eRA Commons, not the Grants.gov ID)</p>	Not Applicable	Current Award #	Not Applicable	Yes	Normal Routing
Supplement Changed/ Corrected	<p>A Changed / Corrected proposal to fix a submitted Revision Grants.gov Application, e.g. to address NIH eRA Validation warnings or errors.</p> <p>Use only with Grants.gov S2S submissions.</p>	<p>A Changed / Corrected proposal to fix a submitted Revision grants.gov Application, e.g. to address NIH eRA Validation warnings or errors.</p>	<p>Confirm Sponsor requirement. NIH Sponsor Proposal No. Required (eRA Commons, not the Grants.gov ID).</p>	<p>Institute Proposal # (of proposal that errored)</p>	Current Award #	<p>Grants.gov ID # (of proposal that errored)</p>	<p>No – Aggregator does not send certification request</p>	<p>Changed/Corrected Questionnaire required – based upon response, may skip Dean level approval</p>
Task Order	<p>Task Order Proposal are new, supplement, or renewal proposals for projects proposed and authorized after the Award funding the project is fully executed (but Award itself is not fully funded).</p>	<p>No corresponding definition. Sponsor instructions should be followed regarding Submission / Application type to be used.</p>	Not Applicable	Not Applicable	Master IDIQ Award number	Not Applicable	Yes	Normal Routing