

Non-Routed Administrative Request

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* required field

Document Overview ▼ hide

Document Overview

* Description: <input type="text" value="Prior Approval Request"/>	Explanation: <input type="text"/>
Organization Document Number: <input type="text"/>	

Non-Routed Administrative Request Details ▼ hide

New Non-Routed Administrative Request

*** Is this a pre-proposal or Letter of Intent?:** Yes No

Institutional Proposal ID: (Version 1)

Institutional Proposal ID:	<input type="text"/>
Account ID:	<input type="text"/>
Principal Investigator:	<input type="text" value="STEMARTI"/>
Lead Unit:	<input type="text"/>
Proposal Person:	<input type="text"/>
Project Title:	<input type="text"/>
Proposal Type:	<input type="text" value="select"/>
Status:	<input type="text"/>
Sponsor Proposal ID:	<input type="text"/>
Sponsor Tracking Number:	<input type="text"/>
Grants.gov Tracking Number:	<input type="text"/>
Sponsor Code:	<input type="text"/>
Sponsor Name:	<input type="text"/>
Grant Services Team:	<input type="text" value="select"/>
Grant Services Administrator:	<input type="text" value="select"/>
Agency Routing Identifier:	<input type="text"/>
Initial Requested Start Date From:	<input type="text"/>
Initial Requested Start Date To:	<input type="text"/>
Initial Requested End Date From:	<input type="text"/>
Initial Requested End Date To:	<input type="text"/>
Proposal Create Date From:	<input type="text"/>
Proposal Create Date To:	<input type="text"/>
<input type="button" value="search"/> <input type="button" value="clear"/> <input type="button" value="cancel"/>	

Enter in **Description**—Short description of the request.

Enter in **Institutional Proposal ID (IPID)** - Only enter IPIDs for New, Resubmission or Competitive Renewal proposals. If you are submitting a request related to a supplement, add that note to the comment box, but enter in the IPID associated with the original proposal here.

You can find your IPID in the Proposal Summary notice sent from ORA, in GMT, or by searching in this form by clicking on the magnifying glass.

In the search results, check the Proposal Type to ensure you have the appropriate IPID.

Return Value	Institutional Proposal Id	Proposal Type	Status	Lead Unit ID	Account ID	Project Title	Sponsor Name	Prime Sponsor	Principal Investigator	Sponsor Proposal ID	Initial Requested Start Date	Initial Requested End Date	Project Requested Start Date	Project Requested End Date	Initial Period Total Cost	Project Total Cost
return value	00653822	New	Pending	UA-RSCH		10 Reason's IU is the Best University	PURDUE UNIVERSITY		Martin, Steve Allen		07/01/2022	06/30/2023	07/01/2022	06/30/2023	150,000.00	150,000.00

Institutional Proposal ID: 00653822 (Version 1)

Status:	Pending	Proposal Type:	New
* Sponsor Code:	030680 - PURDUE UNIVERSITY	Prime Sponsor ID:	-
Proposed Project Start Date:	07/01/2022	Proposed Project End Date:	06/30/2023
Principal Investigator:	Martin, Steve Allen	* Project Title:	10 Reason's IU is the Best University
Grant Services Administrator:	Katie Gray kmstaffo@iu.edu (317) 278-4819	* Lead Unit ID:	UA-RSCH - RESEARCH ADMINISTRATION
IP Medusa Link:	IP Medusa		
Unfunded Request Type:	select		Comments:

Special Review

Please enter any updated Special Review information. If Human Subjects, Animals, Biohazards, or rDNA are being added that were not included in the original proposal please add a note in the comments box above.

	* Type	* Approval Status	IU Protocol ID	Application Date	Approval Date	Expiration Date	Exemption #
1	Human Subjects	Not yet applied					E1 E1B E2

Review the IPID information returned to the form to ensure you have the correct IPID entered.

Select appropriate **Request Type** form box. This box changes based on if the IPID is funded or unfunded.

Enter in any notes you need us to know about the request in the **Comments** box.

If unfunded, review the special review information returned and update as needed.

Unfunded Request Type:

- select
- select
- Budget Revision to Pending Proposal
- Change of Lead Unit
- NIH JIT Request
- NSF Proposal File Update
- Post Submission Materials
- Proposal Withdraw Notice
- Sponsor Additional Information Request

Funded Request Type:

- select
- select
- Budget Revision to Active Project
- Carryover Request
- Change in Lead IU Unit
- Grant Transfer From IU
- No Cost Extension
- Other Sponsor Prior Approval Request
- Progress/Final Reports Submitted by ORA
- Relinquish Statement
- Sponsor Additional Information Request
- Termination of an Award

Delivery Info

* Deadline Date: <input style="width: 80%;" type="text"/>	Deadline Time: <input style="width: 80%;" type="text"/>
Delivery Type: <input style="width: 90%;" type="text" value="select"/>	Delivery Instructions: <div style="border: 1px solid gray; height: 20px;"></div>
Please list emails of others to be included on submission notification (PI and Requestor are always included): <div style="border: 1px solid gray; height: 20px;"></div>	

Notes and Attachments (0) ▼ hide

Notes and Attachments

	Posted Timestamp	Author	* Note Text	Attached File	Notification Recipient	Actions
add:			<div style="border: 1px solid gray; height: 20px;"></div>	<input type="button" value="Choose File"/> <input style="width: 80%;" type="text" value="No file chosen"/> <input type="button" value="CANCEL"/>		<input style="background-color: #00aaff; color: white; border-radius: 50%; padding: 5px 10px;" type="button" value="add"/>

Ad Hoc Recipients ▶ show

Route Log ▶ show

Enter in **Deadline Date** —Please allow at least 4 business days for ORA to process your request, if possible.

Enter in **Delivery Type**—Indicate how the request needs to be submitted.

Enter any special submission instructions in the **Delivery Instructions** box., i.e. email address of sponsor for submission, submission system url.

If anyone other than the PI and initiator of this request need to be copied on the review or submission emails, please enter their email address in the **Please list emails of others to be included on submission notification (PI and Requestor are always included):** box.

Attach any guidelines, copy of sponsor request, draft documentation and other relevant items to the **Notes and Attachments** section. Be sure to click the add button each time to add a new file.

Click **Submit** to send the request to ORA for review. (Note: these requests do not route for unit/PI approval, so be sure to list anyone who needs notified in the notification box.)