Web-based solution for …
Preparing
  Validating
  Submitting
  Storing

Preprocessing Proposals
- Platform-independent
- Alternative to PureEdge or Adobe forms
- Common data for both institution and users stored for easy access/auto-fill
- Multiple users can view proposal simultaneously
- Auto-calculation of budgets
- Easy PDF compilation prior to submission
Validating Proposals

- Errors and/or warnings are dynamically updated and viewable during proposal preparation
  - Grants.gov
  - Sponsor
  - Others
- Final validation prior to submission

Submitting Proposals

- Internal documents uploaded into proposal
- Department notifies OCGA when proposal is ready for submission
- Grants.gov tracking via Cayuse rather than e-mail
- No change to sponsor tracking

Storing Proposals

- Proposals are stored in the system for future use
- Deleted proposals are stored and can be retrieved
Pilot Background

- Phase I – December 2007
  - Two departments with DRA’s
    - Department of Medicine – Raellen Man
    - Medical and Molecular Pharmacology – Kathy Kawamura
  - January 4, 2008 – first NIH submission
- Phase II – May 2008
  - Train-the-trainers concept
  - 17 additional departments/units
  - 6 additional DRA’s
  - 25 departmental coordinators and/or co-coordinators

Pilot Progress to Date

<table>
<thead>
<tr>
<th></th>
<th>Phase I</th>
<th>Phase II</th>
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<tbody>
<tr>
<td>Professional Profiles Created</td>
<td>486</td>
<td>686</td>
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<tr>
<td>Proposals Submitted</td>
<td>77</td>
<td>107</td>
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<tr>
<td>Proposals Requiring Multiple Tries</td>
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<td>8</td>
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<tr>
<td>Funding Requested</td>
<td>~ $92M</td>
<td>~ $142M</td>
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Next Steps

- Full campus roll-out anticipated this Fall
- Release of Version 3.5 on 9/12/2008
- Single sign-on authentication
Next Steps – Campus roll-out

- Train-the-trainers
  - Hands-on training sometime in mid-November – mid-December timeline
  - Conducted by both UCLA and Cayuse trainers
- Appoint 60 – 70 new departmental coordinators
  - OCGA Officers and Analysts recommendations
  - Departments will be contacted by eRA Coordinator by end of September

Coordinator Responsibilities

- Train users in department/unit
- Serve as point-of-contact for communication between departmental users and:
  - Other departments/units
  - Other coordinators
  - ORA/OCGA
- Provide feedback to ORA/OCGA
- Provide information ORA/OCGA to bulk-load users at initial set-up
- Consider contributing to training efforts for future phases

Next Steps – Version 3.5

- New forms added
- Covers approximately 95% of Grants.gov-eligible applications
- More validations (e.g., encrypted PDFs)
- Duplicate professional profile warning
- Ability to send proposal hyperlink to other Cayuse users.
Next Steps – Single Sign-on

- Switch to single sign-on expected within the next month
- This means users will be able to log into the system using one of their existing UCLA Logon IDs and passwords
- Minor change for current pilot users only; new users will not be impacted

Resources

- UCLA/ORA
  - s2sgrantadmin@research.ucla.edu
    - Request new user account
    - Request new institutional profile for subawardees
    - Request to link profile to user
  - s2sgrantshelp@research.ucla.edu
    - Questions
    - Concerns
    - Issues

- Information available on OCGA website:
  - http://www.research.ucla.edu/octa/CayusePilotInfo/CayusePilotInfo.htm
- UCLA S2S Listserv
- Open house and/or user group meetings
- Other suggestions?