



# SPO RAPID Entries for ARRA vs. non-ARRA proposals

Sponsored Projects Office  
 One Cyclotron Road, MS46R0125 Berkeley, CA 94720 USA

Revised: August 12, 2009

This is updated from the June 2009 SPO Process Meeting. Changes from the previous information are highlighted in red.

**These instructions can apply to Federal, non-Federal, or NIH grants.**

New Proposals	
ARRA Proposal	Non-ARRA Proposal
<b>Determine if LBNL's ARRA Type is "Primary, Secondary, or Tertiary"</b>	<b>ARRA Type is "Non-ARRA"</b>
Enter CFDA, ( <b>always for grants</b> )	CFDA not required
Abstract must be word-for-word what is submitted to the sponsor in the proposal	Abstract can be a summarization prepared by the PI
Use FAC ARRA – all ARRA funding (even if we are a subcontract) has FAC waived	FAC is waived (or not) depending on the sponsor
LDRD is zero, but enter the line in the detailed budget	LDRD is charged (or not) depending on the sponsor
Proposal Review Factors – waiver is always "yes"	Proposal Review Factors – waiver is dependent on the sponsor
<b>Additional Information – Federal Flow Through Sponsor if LBNL is not "Primary"</b>	<b>Additional Information – Federal Flow Through Sponsor if LBNL is not "Primary"</b>



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Special ARRA-related actions required during Negotiations or NIH JIT	
ARRA Proposal	Regular Proposal
Update the following information:	No need to update proposal in RAPID
<ol style="list-style-type: none"> <li>1. Period of Performance</li> <li>2. Budget</li> <li>3. Abstract (must be word-for-word <b>the same as the final abstract or Statement of Work</b>)</li> </ol>	
Do not need a new SPPF	

Sponsor changes a non-ARRA proposal into an ARRA proposal for funding	
ARRA Proposal	Regular Proposal
<ol style="list-style-type: none"> <li>1. Copy proposal <b>using the original proposal #</b> with new version.</li> <li>2. <b>Place original proposal in “discontinued” status</b></li> <li>3. Review all information and change as necessary.</li> </ol> <p><b>These steps must be completed before the proposal is sent to the BSO for review and approval of OMB</b></p>	
Must update the following information: <ol style="list-style-type: none"> <li>1. ARRA type</li> <li>2. CFDA (<b>if a grant</b>)</li> <li>3. Period of Performance</li> <li>4. Budget</li> <li>5. <b>Project ID – if your division has a special coding for ARRA Project IDs</b></li> <li>6. <b>Abstract must be word-for-word the final Statement of Work submitted to the Sponsor</b></li> </ol>	
Need a new SPPF if: <ol style="list-style-type: none"> <li>1. <u>more</u> money is being requested</li> <li>2. significant change in the Scope of Work</li> <li>3. changes to any of the proposal review factors</li> <li>4. any changes related to humans and/or animals</li> </ol>	



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NIH Supplements	
ARRA Supplement to non-ARRA award	Regular Supplement to Existing Award
Create proposal from Maintain Proposal, Add a New Value (will not link to existing non-ARRA award)	Create proposal from Create Continuation to link the proposal to the existing award
Enter CFDA (from original award document)	CFDA not required
Type of Proposal = Supplement	Type of Proposal = Supplement
Header: Additional Information – Previous Award – enter the non-ARRA Award # to show the relationship to the parent award	
Abstract must be word-for-word what is submitted to the sponsor in the proposal	Abstract can be a summarization prepared by the PI
Animal and Human Subjects must be related specifically to the supplement, not the parent award. You will be entering all new information	Animal and Human Subjects must be related specifically to the supplement. If N/A - enter new date PI certifies there is no human or animal research If there are humans or animals in the supplement, remove all approval dates and return to “pending” status
Use FAC ARRA – all ARRA funding (even if we are a subcontract) has FAC waived	FAC is waived (or not) depending on the sponsor
LDRD is zero dollars	LDRD is charged (or not) depending on the sponsor
Proposal Review Factors – waiver is always “yes”	Proposal Review Factors – waiver is dependent on the sponsor