



## Proposal Not Funded

This procedure is about changing the state of a proposal from any of the active proposal states to "Rejected."

A. Select Proposal	1. Locate Proposal in eSRA List
B. Review Information	1. Review the Proposal Information
C. Reject Proposal	1. Reject the Proposal 2. Enter information about why the proposal is not funded 3. Confirm your activity processed correctly

### IMPORTANT INFORMATION

To provide accurate and current information to the PI and division staff, it is important to update eSRA when it is determined that a proposal will not be funded.

This procedure contains the specific steps in the review and submission process.

The sequence is important.

The front page can be used for reference. The following pages include step-by-step instructions with screen-shot visuals.

Caution Warning	Serious Warning	Notes	Tips	Important

A. Select Proposal

1. Locate proposal in eSRA list. Most likely the location is in your home page, listed under the "Submitted" tab.

1a. Click on link to select proposal

1

My Inbox	Due Today	In Progress	Submitted	Awarded	Rejected	Sponsor Requests	Post-Award Actions
Proposals and Award Modifications that have been Submitted							
ID	Name	SmartForm	State	Due Date	Principal Investigator	Date Modified	
FP0000048	Wiese_NUCKS_Resubmission	[Edit]	Awaiting Response from Sponsor	12/12/2012	Wiese	4/18/2012 6:12 PM	
FP0000049	Weier_Genome Analysis	[Edit]	Awaiting Response from Sponsor	12/16/2011	Weier	4/19/2012 2:15 PM	
FP0000050	Wang-Single Cell Omics	[Edit]	Awaiting Response from Sponsor	1/23/2012	Wang	2/27/2012 10:54 AM	
FP0000051	Wang-Circulating Tumor Cells	[Edit]	Awaiting Response from Sponsor	1/12/2012	Wang	1/31/2012 2:24 PM	
FP0000054	McMurray_Regenerating a Brain	[Edit]	Awaiting Response from Sponsor	1/12/2012	McMurray	1/24/2012 11:40 AM	
FP0000057	Choong-Flexible, High-Performance	[Edit]	Awaiting Response from Sponsor	2/5/2012	Choong	2/27/2012 9:47 AM	
FP0000058	Regional and cell type	[Edit]	Awaiting Response from Sponsor	1/23/2012	McMurray	4/10/2012 10:33 AM	
FP0000059	Multinozzle Emitter	[Edit]	Awaiting Response from Sponsor	1/31/2012	Wang	2/27/2012 11:04 AM	
FP0000061	Impact of Genetics	[Edit]	Awaiting Response from Sponsor	2/5/2012	Blakely	2/27/2012 10:24 AM	
FP0000063	Defects in Fatty Acids	[Edit]	Awaiting Response from Sponsor	2/5/2012	McMurray	2/27/2012 10:38 AM	

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## B. Review Information



Before rejecting the proposal, make sure the Application Information has been updated.

1.	Review the Proposal Information
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1a. Confirm the Primary Sponsor's name is correct.



For NIH and NASA applications (and perhaps some others) information about specific Institutes or Centers is available after the submission.

1b. Confirm the Sponsor's Application Number has been entered.

## Regional and cell type

**CURRENT STATE**

Awaiting Response from Sponsor

Edit Submission

Printer Version

Print PIF View

New Funding Award

**My Activities**

Administration

Copy Proposal

Print Smartform Design

Submission Rejected

Update Sponsor and Application Number

Generate SF424 PDF

Log General Comment

OCO Comments

Email Team

Proposal Information	PIF	DOE	Approvals	Comments
<b>PROPOSAL INFORMATION</b> <span style="float: right;">1</span>				
<b>Primary Sponsor:</b>	NIH MENTAL HEALTH, NATIONAL INSTITUTE OF			
<b>Foreign Location:</b>				
<b>PI:</b>	Cynthia McMurray			
<b>OCO:</b>	Cynthia Sylvester			
<b>RA:</b>	Karen Dickinson-Mazzei Elma Serrano			
<b>Status of Science:</b>	Finalized			
<b>Submission Deadline:</b>	1/23/2012			1b
<b>NIH Application #:</b>	1R21MH098954-01			

### C. Reject Proposal

- 1. Reject the Proposal

1a. Click "Submission Rejected" on the Activity Menu.

### Regional and cell type

**CURRENT STATE**

Awaiting Response from Sponsor

- Edit Submission
- Printer Version
- Print PIF View
- New Funding Award

**My Activities**

- Administration
- Copy Proposal
- Print Smartform Design
- Submission Rejected**
- Update Sponsor and Application Number
- Generate SF424 PDF
- Log General Comment
- OCO Comments
- Email Team

- Proposal Information**
- PIF
- DOE
- Approvals
- Comments

**PROPOSAL INFORMATION**

<b>Primary Sponsor:</b>	NIH MENTAL HEALTH, NATIONAL INSTITUTE OF
<b>Foreign Location:</b>	
<b>PI:</b>	Cynthia McMurray
<b>OCO:</b>	Cynthia Sylvester
<b>RA:</b>	Karen Dickinson-Mazzei Elma Serrano
<b>Status of Science:</b>	Finalized
<b>Submission Deadline:</b>	1/23/2012
<b>NIH Application #:</b>	1R21MH098954-01

1a

**Submission Rejected**

**Comments:**

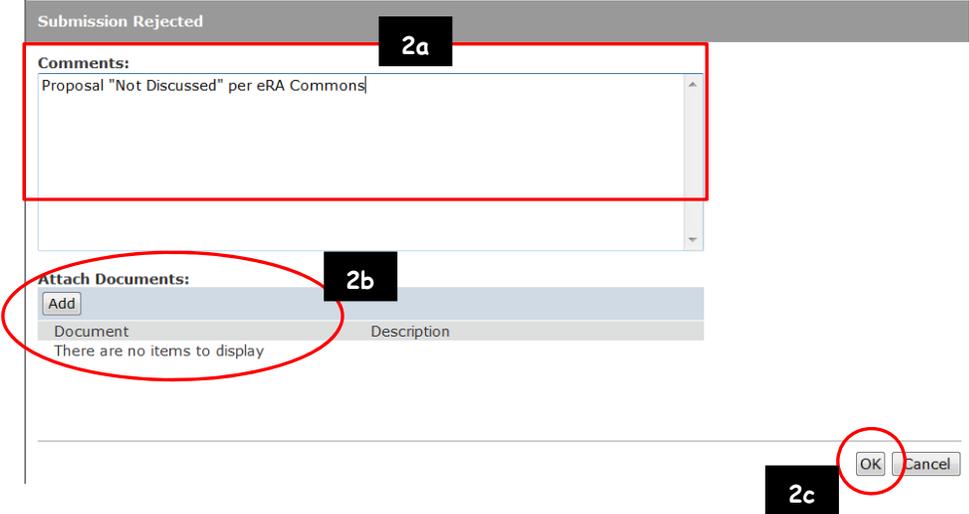
**Attach Documents:**

Document	Description
There are no items to display	

OK Cancel

2. Enter Information about why the proposal is not funded.

- 2a. Enter Comments.
- 2b. (Optional) Add supporting document.
- 2c. Click "OK".



3. Confirm your activity processed correctly

- 3a. State changed to "Proposal Rejected"
- 3b. Comments and any uploaded documents will appear in the History Section

Regional and cel FP00000

**3a**

**CURRENT STATE**  
Proposal Rejected

Proposal Information | PIF | DOE | Approvals | Comments | Attachments | Contacts | Submission To Sponsor | New Sponsor Requests | Change Log

PROPOSAL INFORMATION	BUDGET TOTALS	SF424 INFORMATION
<b>Primary Sponsor:</b> NIH MENTAL HEALTH, NATIONAL INSTITUTE OF	<b>Starting Date:</b> 9/1/2012	<b>SF424 Tracking#:</b> GRANT11039651
<b>Foreign Location:</b>	<b>Number of Periods:</b> 2	<b>SF424 Received Date/Time:</b> 1/23/2012 2:41 P
<b>PI:</b> Cynthia McMurray	<b>Total Direct:</b> \$275,000	<b>SF424 Status Updated:</b> 1/24/2012 12:30
<b>OCO:</b> Cynthia Sylvester	<b>Total Indirect:</b> \$215,122	<b>SF424 Current State:</b> Federal Funding A
<b>RA:</b> Karen Dickinson-Mazzei Elma Serrano	<b>Total LBNL Costs:</b> \$490,122	<b>PDF Version:</b> View
<b>Status of Science:</b> Finalized	<b>FAC Costs:</b> \$14,704	
<b>Submission Deadline:</b> 1/23/2012	<b>Total Project Costs:</b> \$504,826	
<b>NIH Application #:</b> 1R21MH098954-01	<b>Sponsor Costs:</b> \$490,122	
	<b>Awarded Total:</b> \$0.00	

**3b**

History | Funding Awards

Activity	Author	Activity Date
Submission Rejected	Sylvester, Cynthia L	6/6/2012 8:02 AM PDT
Proposal "Not Discussed" per eRA Commons		
Not Discussed FP 58.docx		