

**Proposals Reporting Universe**

**Quick Reference Guide**

**Who should use this universe?**

* Principal Investigators
* Finance Business managers
* Support departments such as the Office of Vice Chancellor or Office of Sponsored Programs

**What types of business questions can I answer using this universe?**

* What proposals are currently pending for a Principal Investigator or Unit?
* How many proposals were submitted for a specific time for a PI or Unit and how many were funded?
* Who are all the personnel listed on a Proposal?
* What is the Sponsor and Funding Source on a proposal?
* What are various dates and amounts on a proposal?
* What custom attributes are associated with a proposal?

**Universe Description**

This universe contains proposal information from the Kuali Coeus system commonly referred to myProposals. In addition, Banner organizational hierarchy and Fiscal Year and Period information has been added for filtering purposes.

**Data Included in Proposals Reporting Universe**

* Proposal Organization hierarchy
* Proposal information such as:
  + Proposal Number, Title, Type, Status, Activity Type, and Indirect Rate
  + Dates (Receipt, Deadline, Submission, Start, End and Initial End dates)
  + Amounts (Anticipated, Total, Direct, Indirect, and Initial amounts)
  + Pending day measures
  + PI, Multi-PI and Co-PI name lists
  + Custom Attributes such as HIPAA and SBIR/STTR.
* Sponsor, Prime Sponsor and Funding Source

**Universe Tips & Tricks**

* Proposals can be narrowed down to the organization (six-digit organization code); with Campus, College, and Department available as well.
* Care should be taken when using Custom Attributes as any proposal with multiple codes will create multiple rows of information and may overstate the amounts.