

Cost Share Report Quick Guide

Last Updated 11/17/2020.



Need help? Email erasupport@princeton.edu

The Cost Share report contains information about the cost sharing associated with Funding Proposals in the Princeton ERA system. The Cost Share report includes the department and fund responsible for funding the cost sharing, the cost sharing type, cost share fiscal year, cost share amount(s) and other information.

When should the report be used?

- The Cost Share report is designed to be run by departments on as needed basis to view what Cost Share Commitments exist on proposals that either their department has submitted, their PI's proposals submitted by other departments, and that they are responsible for funding.

Key things to note about the report

- Report information is limited to proposals in Princeton ERA only. Proposals from Coeus will not appear on this report.
- Report information is limited to pre-award information. Any changes made during the post-award stage, will not be reflected on this report.
- Report information is as of the end of the previous business day.
- Can be run by Submit Date, Submitting Department ID, Cost Share Department ID, PI, Proposal ID, Proposal Status, Fiscal Year, and Total Cost Share Commitments Over
- Report can be run to view either proposals that a department is responsible for, or for cost share commitments that a department is responsible for.

Report overview

PRINCETON UNIVERSITY														Cost Share Report		Nov 18, 2020 4:02:03 PM	
Funding Proposal ID	Status	Submit Date	Principal Investigator	Submitting Department ID	Submitting Department Name	Start Date	End Date	Direct Sponsor	Prime Sponsor	Fiscal Year	Commitment Type	Cost Share Department ID	Cost Share Department Name	Fund	Amount		
FP00000018	Pending Sponsor Review	10/14/20				6/1/20	5/31/25	Arnold and Mabel Beckman Foundation		2021	Non-Faculty S&B			E4289	99,024		
										2022	Non-Faculty S&B			E4289	20,000		
										2023	Non-Faculty S&B			E4289	20,800		
										2024	Non-Faculty S&B			E4289	21,631		
										2025	Non-Faculty S&B			E4289	22,496		
FP00000018 - Total														183,951			
Overall - Total														183,951			

Report field definitions

- **Funding Proposal ID:** Unique identifier that is assigned by Princeton ERA system to each proposal created.
- **Status:** The state that the proposal is currently in, in the workflow.
- **Submit Date:** The date that the proposal was approved by the ORPA GCA and submitted to the sponsor (i.e. the date the proposal transitioned to the Pending Sponsor Review state).
- **Principal Investigator:** The PI who is responsible for the research that will be conducted on this proposal if awarded.
- **Submitting Department ID:** Peoplesoft department ID for the department that submitted the proposal.
- **Submitting Department Name:** Department name for the department that submitted the proposal.
- **Start Date:** Anticipated proposal start date.
- **End Date:** Anticipated proposal end date.
- **Direct Sponsor:** Sponsor who is directly providing the funding to Princeton University.
- **Prime Sponsor:** Sponsor who is providing funding to the Direct Sponsor when the proposal is a Flow Through
- **Fiscal Year:** The Fiscal Year that the cost share commitment is expected to be funded.
- **Commitment Type:** The category for the type of commitment that is being made for the proposal.
- **Cost Share Department ID:** Peoplesoft department ID for the department responsible for funding the cost share commitment.
- **Cost Share Department Name:** Department name for the department responsible for funding the cost share commitment.
- **Fund:** The funding source for the cost share commitment.

- **Amount:** The amount for the cost share commitment by fiscal year, commitment type, cost share department, and fund.
- **Total:** Total cost sharing commitments amount for the entire proposal.