

# Grants & Agreements State Quick Guide

## Proposal States

This chart contains definitions for each Princeton ERA proposal state within the Grants module, as well as how the Princeton ERA state aligns with Coeus status.

Coeus PD Status	Coeus IP Status	Princeton ERA State	Description
In Progress Recalled	n/a	Draft	Proposal has been started in Princeton ERA and is being worked on by the department. Proposals recalled in Princeton ERA also return to Draft State.
Approval in Progress	n/a	Department Review	Proposal has been submitted by the department and is waiting for department review and approval.
		Department Review: Response Pending from PI	Department reviewer has requested changes from the department administrator.
		Specialist Review	Proposal has been approved by the department; the ORPA GCA is now reviewing the proposal.
		Specialist Review: Pending Changes by PI	ORPA GCA has requested changes from the department administrator.
		Pending Submission to Sponsor ( <i>was Final SPO Review</i> )	ORPA GCA has approved the proposal and is about to submit the proposal in the sponsor's system.
Submitted	Pending	Pending Sponsor Review	Proposal has been approved by the ORPA GCA and submitted to the sponsor by either ORPA or the department as appropriate.
		JIT Response Required	Sponsor has requested changes prior to award, or the award has arrived and changes are needed before the proposal can be set up in PS Financials. The proposal is editable and the dept can make personnel, budgetary, and/or protocol updates.
		Pending Sponsor Review Award Anticipated	The department completed the changes to the proposal during the "JIT Response Required" state + submitted the changes back to the assigned Specialist. The proposal may also be in this state if ORPA has received a letter of commitment + has updated Princeton ERA to reflect the increased likelihood of this proposal being awarded. FPs can also be in this state if the dept used the "Send Grants Status Update" activity and the GCA has acknowledged either the advanced spend request or receipt of the award, but the advanced spend account or award has not been set up in PS yet.
		Award Notification Received	Proposal has been awarded and is about to be interfaced to PS Financials for award setup.
		Proposal Status Confirmation ( <i>was SPO Status Confirmation</i> )	As of the August 2022 upgrade, dept admins use the "Send Grants Status Update" activity on FPs in the "Pending Sponsor Review" state to notify ORPA GCAs that the FP was funded, declined, or to request advanced spending. The "Proposal Status Confirmation" state indicates the dept admin used this activity, but the GCA has not reviewed the request yet.
		Submitted	Funded or Already Awarded
Submitted	Declined	Not Funded	The sponsor declined to fund the proposal.

Submitted	Withdrawn	Withdrawn from Sponsor	The proposal was submitted to the sponsor and the PI decided to withdraw it.
n/a	n/a	Not Submitted	The proposal was started by the department in Princeton ERA but, for whatever reason, the proposal will not be submitted to the sponsor (e.g. the PI changed their mind; the proposal was started in error, etc.)

## Agreements States

This chart contains definitions for each Princeton ERA agreement state within the Agreements module, as well as how the Princeton ERA state aligns with Coeus status.

Coeus PD Status	Coeus IP Status	Princeton ERA State	Description
In Progress Recalled	n/a	Pre-Submission	Agreement has been started in Princeton ERA and is being worked on by the department. Agreements may also return to this state if they are "Withdrawn" by the department for updates.
Approval in Progress	n/a	Unassigned	Agreement has been submitted by the department to ORPA and is in the queue to be claimed by the appropriate GCA or Subaward Administrator.
		Clarification Requested	ORPA GCA or Subaward Administrator has requested changes from the department administrator.
		Internal Review	The agreement is being reviewed by the GCA or the Subaward administrator. <i>The agreement may move between Internal Review and External Review multiple times.</i>
		External Review	The agreement is with the contracting party for their review. <i>The agreement may move between Internal Review and External Review multiple times.</i>
		Language Finalized	The final agreement language has been determined, and the agreement is ready to move into the signing phase.
		Routing for Signature	This state should generally not be used in Princeton ERA. If it is used, it means the agreement is routing for signature within Princeton.
Submitted	Pending	Out for Signature	The agreement is with the contracting party for their final signature.
Submitted	Fully Executed	Active	The agreement is fully executed and is now considered active. It has been signed by the contracting party and Princeton University.
		Approved	The agreement amendment has been fully executed and is now considered active. The amendment has been signed by the contracting party and Princeton University.
		Expired	The agreement has passed its expiration date within Princeton ERA and is now considered expired. This status updates automatically.
		Terminated	The agreement was fully executed but has now been ended early, or prior to its set expiration date.

<b>Submitted</b>	<b>Declined</b>	<b>Discarded</b>	The agreement record was ended prior to the agreement being fully executed. For whatever reason, Princeton will not continue with this agreement.
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*Last Updated August 25, 2022.*