

## **Researcher Portal Project Sponsor Info adjustments**

The standard Project Sponsor Info tab fields have been reworked to facilitate data entry, ultimately improving the quality, accuracy and consistency of funder data submitted through TRAQ.

## **Sponsor Start and End dates and the new Generate button**

The way requested amounts are entered by project team members has been modified, eliminating several buttons clicks per disbursement year. The Sponsor Start and End dates with new Generate button now drive an automated disbursement table that allows the user to simply enter requested cash, in-kind and overhead values, with one save action to commit per funder data. As in the past, only one disbursement row needs to be completed. This one row will be filed with the requested cash, plus the total overhead and total requested in-kind, if applicable.

This message below has been added to TRAQ DSS following tabs: General, Overhead and Checklist:

**Please note: on the Project Sponsor Info tab, please populate Total Requested Cash ONLY in the first disbursement row.**

# Example of new Sponsor Info tab with generated disbursement years and total requested Cash entered in the first disbursement row – SSHRC – Insight Grant

**Sponsor Info**

Save Close

Complete all fields and click generate to add per fiscal year budget request for this funder.

**Sponsor Info.**

Agency: SOCIAL SCIENCES AND HUMANITIES RESEARCH COUNCIL OF CANADA Agency

Program: INSIGHT GRANT

Investigator: Dr. Researcher Queen's (Principal Investigator)

Competition Date: 2018/10/15

Start Date: 2019/04/01

End Date: 2023/03/31

Currency Type: CAD

Comments:

To generate disbursement table, enter Start and End Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click GENERATE to refresh the per fiscal year disbursement table.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
2020	2019/04/01	2020/03/31	72,000.00	0.00	0.00	0.00	0.00	0.00
2021	2020/04/01	2021/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2022	2021/04/01	2022/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2023	2022/04/01	2023/03/31	0.00	0.00	0.00	0.00	0.00	0.00
			72,000.00	0.00	0.00	0.00	0.00	0.00

# Example of new Sponsor Info tab with generated disbursement years and total requested Cash entered in the first disbursement row – CIHR – Project Scheme

**Sponsor Info**

Save Close

Complete all fields and click generate to add per fiscal year budget request for this funder.

**Sponsor Info.**

Agency: CANADIAN INSTITUTES OF HEALTH RESEARCH Agency

Program: PROJECT SCHEME

Investigator: Dr. Researcher Queen's (Principal Investigator)

Competition Date: 2018/09/12

Start Date: 2019/04/01

End Date: 2023/03/31

Currency Type: CAD

Comments:

To generate disbursement table, enter Start and End Dates above and click GENERATE. To add or delete fiscal year rows after first generate, edit Start Date and End Date above, and click GENERATE to refresh the per fiscal year disbursement table.

GENERATE

Year	Start Date	End Date	Requested Cash	Requested In-Kind	Requested Overhead	Awarded Cash	Awarded In-Kind	Awarded Overhead
2020	2019/04/01	2020/03/31	72,000.00	0.00	0.00	0.00	0.00	0.00
2021	2020/04/01	2021/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2022	2021/04/01	2022/03/31	0.00	0.00	0.00	0.00	0.00	0.00
2023	2022/04/01	2023/03/31	0.00	0.00	0.00	0.00	0.00	0.00
			72,000.00	0.00	0.00	0.00	0.00	0.00

Save Close