

## Proposal Submission Matrix

Type of Submission	System to System (Grants.gov through Coeus)	System to System (Adobe packet)	Electronic (Fastlane, ASSIST (for NIH U grants), etc)	Paper/Email (Submissions that are sent by the department to the sponsor by mail or email)	PI Submits to Sponsor (Submissions that are sent by the PI to the sponsor through an online system or email)
<b>Benefits</b>	Coeus catches many errors at the validation stage and provides a one stop tracking for each submission. Submitting ahead of time gives the PI a chance to fix errors. Data entry is streamlined. ORIS provides Help Desk support.	Simplified COEUS record.	Fastlane is easy to use and shows errors immediately. ASSIST allows for large scale complex proposals where collaboration of the proposal is required.	After Coeus record is approved, PI has time to work on science.	After Coeus record is approved, PI has time to work on science.
<b>Disadvantages</b>	Requires fully trained dept staff in Coeus Premium. Difficult to complete by a casual user without generous lead time.	Non-compliance more likely without COEUS validations. Less support from ORIS if errors are detected and possible delays in fixing the error.	ASSIST is so new to many users that it can take several days to complete. We have had validation issues up to the last minute before the deadline.	No electronic validations. Non-compliant changes could occur after JHURA sign-off.	No electronic validations. Non-compliant changes could occur after JHURA sign-off.
<b>Rationale</b>	PI has the ability to edit submission up to two business days <b>ahead</b> of deadline.	When S2S isn't available or program/application is not compatible with COEUS.	Fastlane: NSF will identify errors that can be fixed if proposal is submitted in advance. ASSIST: Many current forms from grants.gov cannot support large, multi-project applications.	Some sponsors still require paper submissions. Dept mails final proposal to allow for last minute collating and pays any express courier costs.	Program requires submission by PI either via a web portal or email. Sometimes also requires a second level of submission by institutional official.
<b>Submission to JHURA Deadline</b>	<i>Recommended: 3 days</i> This will allow JHURA to perform a complete review and will allow for any system errors to be remedied in time for deadline	<i>Recommended: 3 days</i> This will allow JHURA to perform a complete review and will allow for any system errors to be remedied in time for deadline	<i>Recommended: 3 days</i> This will allow JHURA to perform a complete review and will allow for any system errors to be remedied in time for deadline	<i>Recommended: 3 days</i> Larger file (one large PDF) takes longer to review. Time required to obtain signatures from authorized officials could be longer.	<i>Recommended: 3 days</i> To review sponsor terms and conditions contingent upon submission, write exception letters, and obtain signatures required from Authorized Officials.
<b>Submission to Sponsor Deadline</b>	<i>Recommended: 2 days</i> This will allow the PI to take advantage of the 2 day prior to deadline "correction window" offered by eRA Commons	<i>Recommended: 2 days</i> This will allow the PI to take advantage of the 2 day prior to deadline "correction window" offered by eRA Commons	<i>Recommended: 2 days for Fastlane 2 days for ASSIST</i>	<i>Recommended: 2 days paper, 1 day email</i> Collection of originals and collation/creation of copies takes time. If paper, time required for mail/express/courier.	<i>Recommended: 2 day</i> Collection of originals and collation takes time. When submission via an online system, dept needs time to upload approved documents.