

**Sponsored Program/Research Reporting – Descriptions**
**Summary Reports**

Report	Description	Note	Central Question Addressed
Submitted Proposals and Funded Awards	Execute this report to obtain proposal and award data points to show the relationship between a proposal and its associated award.	This report displays data aggregated at the SAP Grant level. Proposals and awards are connected, i.e., each award shown is a product of a corresponding proposal submission listed.	How many proposals have I submitted? How many were funded? Which SAP grant numbers are they linked to? Have I received any awards that aren't linked to a proposal (i.e., clinical trials)?
Cumulative Award	Execute this report to obtain a snapshot of a grant as of the date the report is run. Data displayed includes cumulative obligated amount to date and the amount of additional funding that is anticipated for each selected grant.	This report displays data aggregated at the SAP Grant level.	What is the current state of the award(s) for my [Funds Center or PI]? What funds have been obligated to date? What is the total amount that I can expect to receive over the life of this award?
Proposal and Award Summary	Execute this report to obtain a summary of the number of proposals that were submitted and awards received within a given period.	Award counts include the number of new, renewal, continuation, increment or supplement awards received. Proposals and award counts displayed on the same line are not necessarily connected.	At the summary level: how many proposals submitted or awards received by my Funds Center or PI during a particular period?
Multi-period Comparison	Execute this report to compare the number and associated dollar amounts of proposals submitted and awards received during two fiscal periods (may be single periods or period ranges).	Award counts include the number of new, renewal, continuation, increment or supplement awards received. Proposals and award counts displayed on the same line are not necessarily connected.	For comparative purposes at the summary level: how many awards did my [Funds Center or PI] receive during two specified periods?

**Detail Reports**

Report	Description	Note	Central Question Addressed
Award Activity – Grant-level	Execute this report to view details of the award activity (new, renewal, continuation, incremental, or supplemental funding) that has taken place during a specified period by investigator, funds center, funds center group, school, campus, or sponsor. Grants can also be searched by award status and/or award type.	This report displays data aggregated at the SAP Grant level.	How many awards has my [Funds Center or PI] received during a particular period? What are the specifics at the grant level?
Award Activity – Sponsored Program-Level	Execute this report to view details of the award activity (new, renewal, continuation, incremental, or supplemental funding) that has taken place for all grants awarded during a specified period by investigator, funds center, funds center group, school, campus, or sponsor. Grants can also be searched by award status and/or award type.	This report displays data broken out at the SAP Sponsored Program level.	How many awards has my [Funds Center or PI] received during a particular period? What are the specifics at the sponsored program level?
Proposal Activity	Execute this report to view details of all proposal submissions within a fiscal period or set of fiscal periods for an investigator, funds center, funds center group, school, campus, or sponsor. Proposals can also be searched by status and/or type.		How many proposals has my [Funds Center or PI] submitted during a particular period? What are the proposal specifics?

For counting purposes, an Award = new, continuation, supplement, increment or renewal.