Proposals Submitted Report

Instructions for pulling report in Novelution

1. Under the Grants & Contracts menu, select Ad Hoc reports



2. Select a filter list (Proposal Submitted) from the drop-down menu under Filters List.

Filters list	
Select filters list	Proposals Submitted
Filter Search	Preset with many filters
\rightarrow	Proposals Submitted

3. Check the "include inactive records" button, enter the proposal sent start date and end date for the data that you want to pull and Search.



- 4. Results of the search will be listed below under Search Results
- 5. Select the Download CSV

Search Re	Sults 🙆 Download CSV							
Showing 1 to 10 of 183 search results.								
Project ID	PI Name	Project Title	Stage	Status				
005842	Dimitrios Pados	Connected Unmanned Aerial Systems for Distributed Synthetic Aperture Radar Imaging	Proposal	Ready to Submit to Sponsor				
005840	Adam Wyatt	Visualizing Competency-Based Medical Education: A Narrative Review	Proposal	Proposal Submitted to Sponsor				
005837	Reza Azarderakhsh	Collaborative Research: SaTC: TTP: Medium: Accelerating the Transition to Post-Quantum Cryptography in Hardware and Software/Hardware Co-design with Side-Channel Countermeasures	Proposal	Proposal Submitted to Sponsor				
005836	Jordon Beckler	Sediment and Coastal Darkening: Connecting organic carbon, iron and optics from the Indian River Lagoon to the Florida Bay	Proposal	Ready to Submit to Sponsor				
005835	Edoardo Persichetti	Collaborative Research: SaTC: CORE: Small: Designing. Implementing, and Optimizing Practical Code-Based Post-Quantum Signature Schemes	Proposal	Proposal Submitted to Sponsor				
005834	Daniela Nikolova	Collaborative Research: REU Site: AMRPU @ SF (Applied Math Research Program for Undergraduates in South Florida)	Proposal	Proposal Submitted to Sponsor				

- 6. Select the following filters from the *Available columns* list and move to the *Selected columns* list.
 - Project ID
 - PI Name
 - Project Lead Department (Unit) Full Path
 - PTE Sponsor/Director Sponsor
 - Prime Sponsor
 - Project Title
 - Project Start Date
 - Project End Date
 - Proposal Direct Costs
 - Proposal Indirect Costs
 - Proposal Total Budget
 - Proposal Total Cost Share
 - Status
 - AOR Review Date

Select columns				×		
Filter View Report Template	Award Events/Actions X = Award Report - Quarter FINAL X =			- • •		
Available columns		Selected Empty list				
Filter	÷	Filter	* *	↑ ↓		
Project ID PI Name	Ú Í					
Project Title PTE Sponsor/Direct Sponsor						
Prime Sponsor Award Action Type						
Action OSP Approval Date Action Budget Start Date						
				× Cancel O Download		

7. Once filters are selected, download the report. A CSV report link will be available on the computer screen.



8. Open the file, save the download as an excel document, rename, and save to your computer.