

When is an EPCS record required?

An EPCS Record is required for:

New Proposals

Competing Continuation/Renewal (treated as new)

Supplemental Proposals

Preliminary proposals that require detailed budget information (placeholder for full proposal)

Revisions

Re-submissions

Revised Awards: Any Contract or Grant Document such as an Amendment or a Modification Requiring Signature where the Revised Award Funding represents New Funding not captured/approved in previously approved EPCS records. Note: if the SOW has been changed which causes a modified Funding Level to the original award, a revised EPCS record may be required. For questions on whether a revised EPCS record is required, please contact your SPS Pre-award SPA.

Received Awards: Award received but EPCS record not created

For additional information on Proposal Planning, Preparation and Submission visit the URL below:

- <http://orsa.uoregon.edu/index.cfm?topLevCat=proposals>

An EPCS Record is not required for:

Progress Reports of the type:

- RPPR, PHS 2590, MYF Progress Reports submitted to NIH / DHHS / CDC
- Progress Reports containing Financial Data requiring review by SPS. Examples include Progress Reports submitted to USDE, DOJ, and US Army

Preliminary proposals that do not require detailed budget information

Individual Awards that are not administered by UO or the UO Foundation

Letters of Intent or White Papers

No Cost Extensions

Gifts

For Questions on whether or not you need an EPCS record, contact your SPS Pre-Award SPA.