START myResearch Portal

Enhanced Search and Permissions Overview

What's New?

One Project, One Result

As a project progresses through the lifecycle, individual proposal and award elements are linked together to form a single project with the most up-to-date award information front and center. The portal no longer displays each element separately, avoiding the appearance of duplicate records at a glance.

Layout

Search is split into Quick Search, Advanced, and Subrecipients options to reduce clutter. The Quick Search includes the fields most commonly used to locate projects and is best when you have a clear idea of what you're trying to find.

Advanced search also has a cleaner look, but still allows you to add fields and search multiple parameters at the same time. This view also provides less commonly used search options, including a new 'Opportunity ID' field.

Subrecipients have been placed in a third category so you can now search by the name of a subrecipient in addition to the institutional subaward ID.

Result Format

Search results are no longer displayed in a standard table format—instead, they populate to a project card that more cleanly displays foundational project information. Interact by expanding the card with the three dots in the right-hand corner to display more info, like additional project personnel, central office contacts, dates and dollars, links to related records and "action" icons.

Filters

Status filters have been revamped to reflect the single project concept, instead of maintaining separate filters for proposals, agreements, and subawards. The new "Funding" filter means you can remove no-dollar agreements from your search if you choose. The "Lead Unit" filter carries over from the previous version and allows you to view only projects where your unit is managing or view all projects you have permission to view.

Project Statuses

New project statuses have been simplified to reflect the "One Project, One Result" concept. Individual proposal and award elements will retain specific statuses reflected on their summary pages, but searches will now indicate where the wholistic project stands within the sponsored research lifecycle.

See the cheat sheet below to learn how the old statuses roll into the new, broader project status.

New Status Cheat Sheet

New Portal Status	Previous Portal Status(es)
In development	Proposals – In-Development Proposals – Central Office Review
Pending	Proposals – Pending with Sponsor Agreements – Pending
Active	Proposals – Awarded Agreements – Active
Expired	Agreements – Expired
Closed	Agreements – Closed
Inactive	Proposals – Non-Funded Proposals – Withdrawn Agreements - Withdrawn

*Subawards no longer have independent statuses in search and are based on status of prime award

Permissions

The permissions structure has been refined to ensure better consistency when displaying results, while tightening security around potentially sensitive elements like proposal attachments. If an investigator has a Banner appointment in a unit you've been given permissions to view, their records should display in the search results. However, if your unit is not leading the project, your access will be limited to the basic project details.

Decline Proposal Icon/Email Prompt

Selecting the "Mark as non-funded" icon will now open an outlook email addressed to spa@illinois.edu, with the from, subject, and body auto filled, instead of opening a pop-up form.

Notes, Tips and Tricks

Institution ID

> Intended to be a precise search for a complete ID; A partial or wild card search is slow as it researches a huge volume of projects each time you type a number

> A proposal transmittal for a continuation or supplement will display as a separate project until it is connected to an Award in myProposals

Investigator

> First names will not produce results, must use last name, UIN or NetID

> No partial/wildcard search for UIN or NetID – must use the full UIN or NetID before the pick list will display

Lead Unit

> Searching by the 3-digit unit will return all 6-digit projects

Sponsor

> Notable sponsor acronyms are now included, but this is more effective for some than others (e.g., must scroll to find NSF, but UCLA pops up immediately)

> Searches both the Sponsor and Prime Sponsor fields

Advanced Search

> Select "add field" to search multiple parameters simultaneously (MAX of 6)

> Each additional parameter uses an "and" statement—in other words, it narrows your results

> Opportunity ID is an optional text field in myProposals, so results may be inconsistent

> Title search is an automatic wildcard—type a partial word and you'll get results if available, no asterisks necessary

> *The more of the title you type, the more precise the search. Type only the word "and" and you may receive thousands of results. Enter too much of the title and you're susceptible to typos or differences in punctuation and spacing

Subrecipients

> You can enter either a subrecipient name or the institutional subaward ID in the search field. The ID number will bring back the precise record. A subrecipient search brings back all records with that recipient, including some you may not have access to view

> Project result card will show the subrecipient name but the title and award number of the prime award

Permissions

> Double-check the portal's "Units & Investigators" page—this will list the units you have permissions to view

> Compared to the current Portal, you should see results for projects you can't today BUT you should not have full access to click into the summary pages

> Test by emphasizing searches with personnel from several different home units and compare the difference between those where your unit is lead vs. those where it is not

What's Next?

The following myResearch Portal features remain unchanged with this release but will be addressed in a future phase of re-development.

Summary Pages

Proposal Transmittal, Proposal, Award, and Subaward summary pages, and Award Financial Details are unchanged by this release but will be re-designed for the single-project concept in a future phase.

Export Search Results

Previous iterations of the search enabled users to export results to excel or PDF. With the move to a new display format this feature is no longer available. Many of these reports can be duplicated in the EDDIE standard reports, but those that cannot will be addressed with future report and dashboard development. If your work is affected by this change, please contact startmyresearchhelp@uillinois.edu and provide detailed info on the data you wish to obtain.

Master Agreements

Master agreements and related no-dollar agreements are not accounted for with this update but will be addressed with future development. In the current release, these records will still display as separate projects.

Investigator Portfolio

Minor changes have been made on an investigator's portfolio page to ensure they are not directed to the old search engine. However, the existing proposal, award, and subaward statuses remain. Each of these statuses rolls into one of the new "project" statuses, so this difference will not affect data fidelity.

myResearch Portal Homepage

The main navigation menu will look identical to previous releases, but the "Search" box will re-direct to the enhanced search page. Pending Actions, Proposal Transmittals, Pending Reviews, Units & Investigators, Forms and Submissions will not experience any changes to functionality.