

## Coeus Approval / Notification Reference Form

Department/Unit: \_\_\_\_\_

Business Manager: \_\_\_\_\_

Department Head: \_\_\_\_\_

Dean: \_\_\_\_\_

Standard Approval/Submission Flow typically consists of:

**P.I. → Department Head → Dean → O.R.S.P. → Sponsor**

Factors which will affect the Approval/Notification Routing Process (ORSP requirements):

Does Proposal involve Humans or Animals - Approval Needed from → **Compliance**

Does Proposal involve Bio Hazards - Approval Needed from → **REHS**

Is the Proposal being submitted to a Private for Profit Sponsor → **RU Foundation**

Is the Proposal being submitted to a Corporate Sponsor → **OCLTT**

Approval/Notification Routing Rules can be tailored to individual Departmental Requirements:

Examples of Coeus Business / Routing Rules (Question Based/Column Based):

### Question Based

Does the proposal involve additional space or space alteration? → **Y/N**

Does the proposal involve participation by foreign nationals → **Y/N**

Does the proposal involve submission to a foreign entity sponsor → **Y/N**

### Column Based

Is the proposal total \$ amount greater than a pre-set dollar limitation? → **TOTAL\_COST**

Does the proposal involve departmental cost sharing? → **COST\_SHARE\_AMOUNT**

Does the proposal contain a specific budget code? → **COST\_ELEMENT**

Is the Proposal of a specific type? (New? Resubmission?) → **PROPOSAL\_TYPE**