Renewed My Research Applications & Agreements (MRA)

September 2nd, 2021, 1:00 p.m. – 2:00 p.m.
September 8th, 2021, 10:00 a.m. – 11:00 a.m.

Nadia Saracoglu - Research Systems Technology Manager
Safa Faidi - Services Engagement Coordinator
Peter Schwarz Lam – Business Process Integration Manager
MRA Overview / Refresher
What’s Changed?
Transition Period
Renewed MRA System Demo
Resources for Help & Support
Q&A
Research Funding Life Cycle

Tools for Faculty Members: When to Use What

Funding Opportunities
Research Alerts
Pivot

Search for Funding
Apply for Funding
Project Close
Manage Funding

My Research Applications & Agreements (MRA)
My Research Animal Protocol (MRAP)
My Research Human Protocol (MRHP)

My Research On Line (MROL)

research.utoronto.ca
When to use MRA: Funding Applications

Before submitting a research funding application to a sponsor, a Principal Investigator (PI) must secure University approval for the proposal through the funding applications section of the My Research Application & Agreements (MRA) system.
How MRA works

• an automated system for internal review and endorsement of research funding applications

• essential information regarding the application flows through a defined electronic review and approval process

• went live in the summer of 2013, replacing the old “Blue Form” paper process

• over 28,000 MRA records have been submitted

• renewal launched Aug 30\(^{th}\), 2021
  • new vs legacy (old) system
MRA Submission and Approval Path

Departmentalized Faculty - PI is not a Chair or Dean

- **PI Submits MRA**
- **Research Location Incl. Hospital?**
  - **Admin Dept is PI Primary?**
    - **Decanal Approval Required?**
      - **Y**
        - **Hospital VP Research**
          - **Hospital Admin**
      - **N**
        - **Primary Dept Chair**
          - **Alternate Approver**
          - **Business Officer**
          - **N**
          - **Y**
    - **N**
      - **Admin Dept Chair**
        - **Alternate Approver**
        - **Business Officer**
        - **Decanal Approval Required?**
          - **Y**
            - **Dean / Principal**
          - **N**
            - **PI Assistant**
  - **Y**

*Division of the Vice-President, Research & Innovation*
## Escalation factors (for departmentalized faculties)

<table>
<thead>
<tr>
<th>Label on Approval Screen</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increased Utility</td>
<td>Proposed equipment purchases require new/increased utility/renovation or construction costs</td>
</tr>
<tr>
<td>Increased Space</td>
<td>Project requires additional space not presently under PI’s control</td>
</tr>
<tr>
<td>Renovation</td>
<td>Construction or renovation is involved in this project</td>
</tr>
<tr>
<td>Teaching</td>
<td>Project requires/requests teaching release</td>
</tr>
<tr>
<td>Direct Cost</td>
<td>Proposal involves a contribution by the University to the direct costs</td>
</tr>
<tr>
<td>Foreign Sponsor</td>
<td>Sponsor is non-Canadian</td>
</tr>
<tr>
<td>Decanal Approval</td>
<td>All applications to this program are reviewed by Dean/Principal</td>
</tr>
<tr>
<td>Std IDC Rate Not Met</td>
<td>Indirect costs budget entered by the PI is less than the industry standard</td>
</tr>
<tr>
<td>Req Amt Threshold Exceeded</td>
<td>Individual program amount requested is 750K or more</td>
</tr>
<tr>
<td>Total Req Amt Threshold Exceeded</td>
<td>Sum of program amounts requested is 750K or more</td>
</tr>
<tr>
<td>International Partner</td>
<td>PI will be engaging with an International Partner in their research</td>
</tr>
</tbody>
</table>
What’s changed?

• Modernized user interface and improved navigation
  ✓ Removed double scroll bars
  ✓ Streamlined layout and removed subsections

• Simplified the application form and added new functionalities
  ✓ Removed certain questions from the form
  ✓ Improved validations that check the MRA and show users which fields are incomplete before submitting

• Improved support features
  ✓ “Contact Help Desk” button lets users contact the RAISE Help Desk directly for support
  ✓ Built-in page help videos on every screen
Important information on the transition period

• The legacy MRA system will remain temporarily available
• MRA users will need to access applications in two different ways in the MR portal depending on when they were created.

<table>
<thead>
<tr>
<th>For applications that PIs...</th>
<th>What do PIs do?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Created but haven’t submitted before August 28th</td>
<td>Complete &amp; submit on legacy MRA system</td>
</tr>
<tr>
<td>Plan to start on/after August 30th</td>
<td>Create &amp; submit on renewed MRA system</td>
</tr>
</tbody>
</table>
Accessing the renewed and legacy MRA Systems
Accessing the renewed and legacy MRA Systems
Accessing the renewed and legacy MRA Systems

To protect the security of your data, this application will automatically terminate in 03:59:44. Unsaved work will be lost.

From the main menu, select Applications & Agreements and then navigate to Funding Applications. Within Funding Applications, select My Applications (Legacy).
Accessing the renewed and legacy MRA Systems
Accessing the renewed and legacy MRA Systems

To protect the security of your data, this application will automatically terminate in 03:59:30. Unsaved work will be lost.
Accessing the renewed and legacy MRA Systems

• Migration of all previous applications to the renewed system will take place in the following weeks.

• Once migration is complete, the legacy system will be taken offline.

• Additional details and information on the timeline will be widely communicated.
Renewed MRA System Demo
See Video for Demo
Resources for help & support

• **RAISE Help Desk** is available from 9:00 a.m. to 5:00 p.m. Monday to Friday.
  
  Phone: 416 946-5000
  
  Email: raise@utoronto.ca

• “**Contact Help Desk**” button gets PIs directly in touch with the RAISE Help Desk
Resources for help & support

• A new and detailed **user guide, help videos, and tip sheets** on the MRA webpage.

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