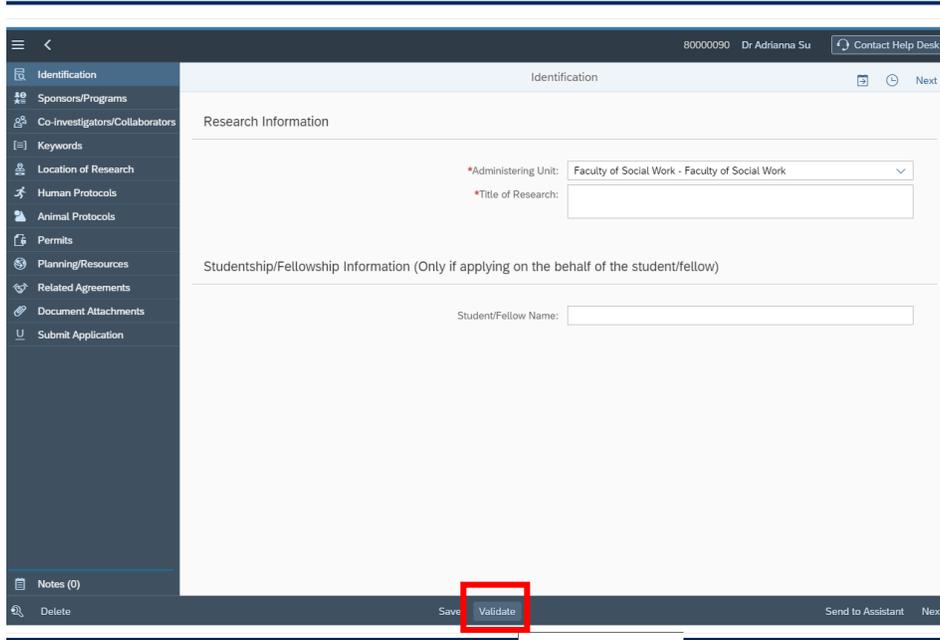


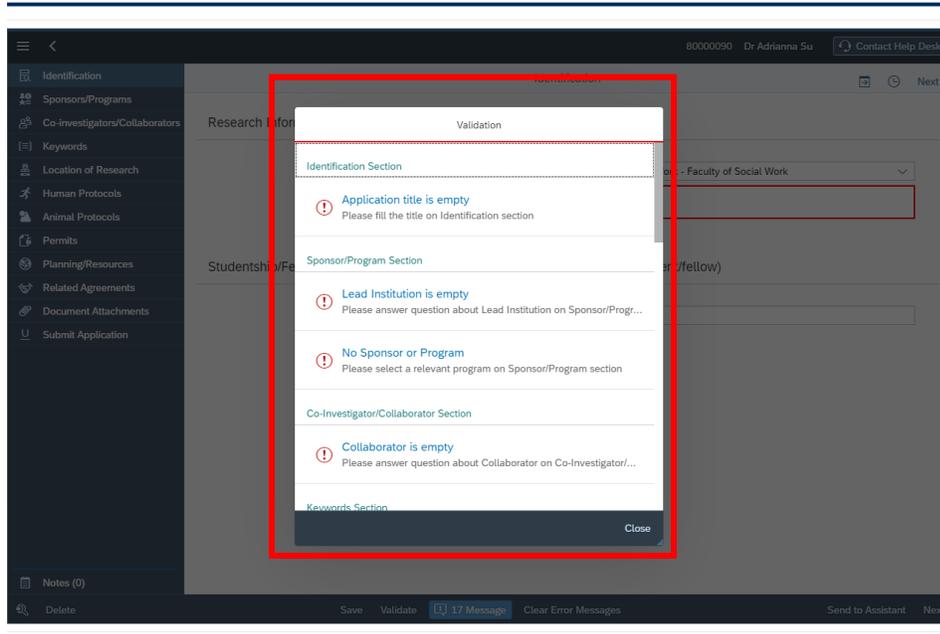
My Research Applications & Agreements (MRA) Tip Sheet: Validation Feature

1. You may click the Validate button at any point to validate your application for errors and fields with missing data.



The screenshot shows the 'Identification' section of the MRA application form. The form includes fields for 'Administering Unit' (set to 'Faculty of Social Work - Faculty of Social Work') and 'Title of Research'. Below this is the 'Studentship/Fellowship Information' section with a 'Student/Fellow Name' field. At the bottom of the form, the 'Validate' button is highlighted with a red box.

2. The Validation Window lists all the errors/missing fields in the application.

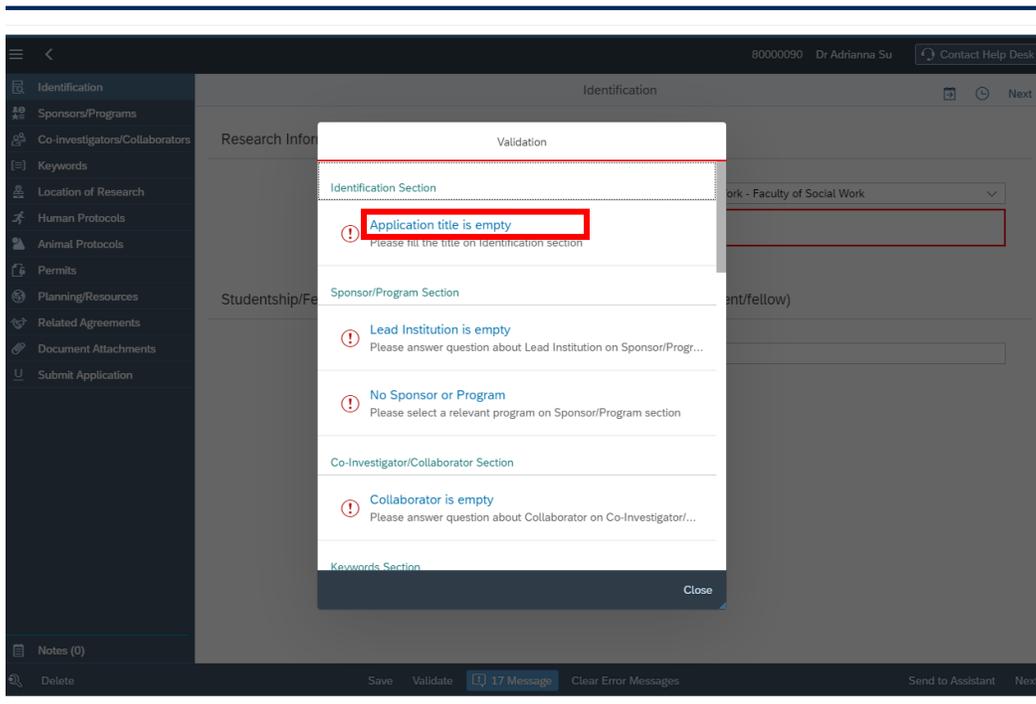


The screenshot shows the 'Validation' window open over the application form. The window lists the following errors:

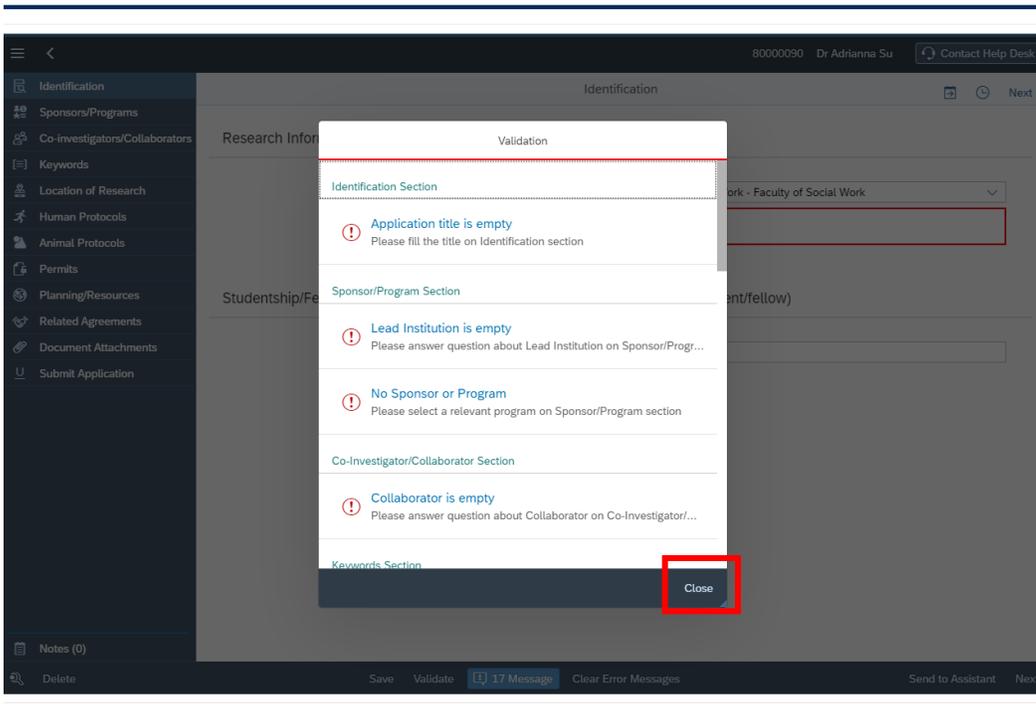
- Application title is empty**: Please fill the title on Identification section
- Lead Institution is empty**: Please answer question about Lead Institution on Sponsor/Program section
- No Sponsor or Program**: Please select a relevant program on Sponsor/Program section
- Collaborator is empty**: Please answer question about Collaborator on Co-Investigator/... section

The 'Validate' button in the background is now labeled '17 Message' and 'Clear Error Messages'.

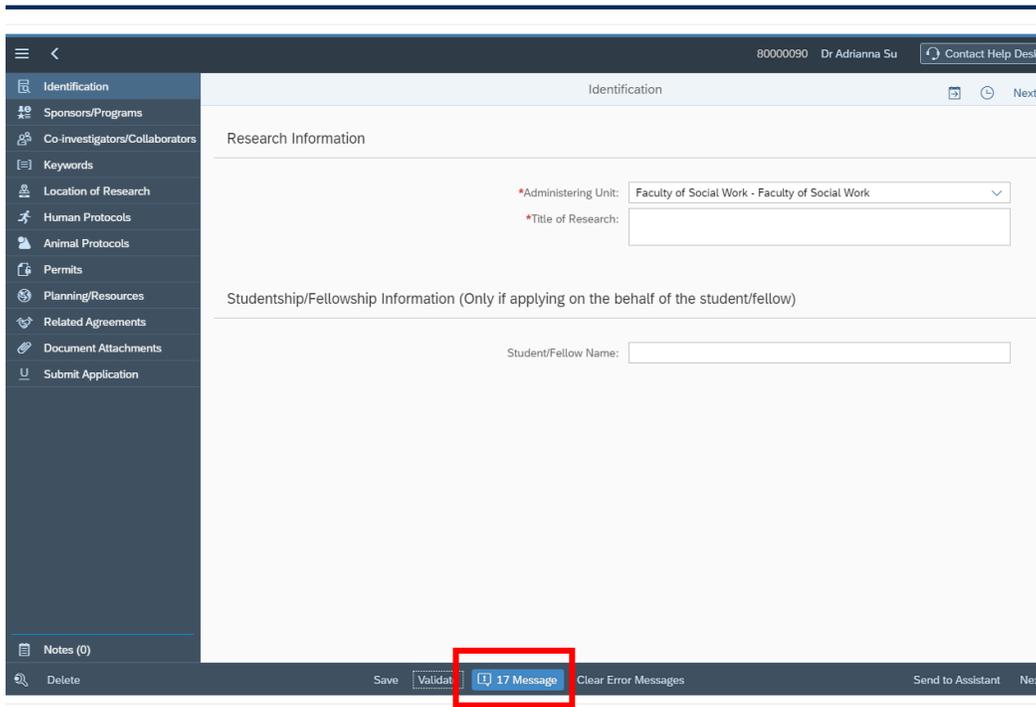
- Click the link with the error name to go directly to the page containing the error.



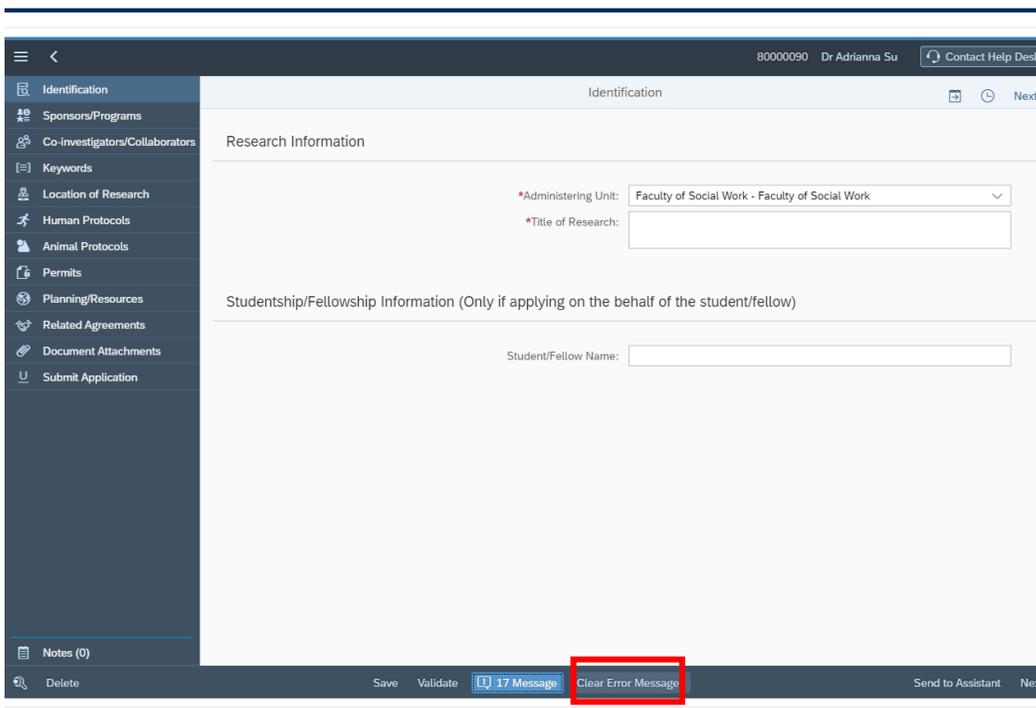
- To exit the Validation Window, click "Close".



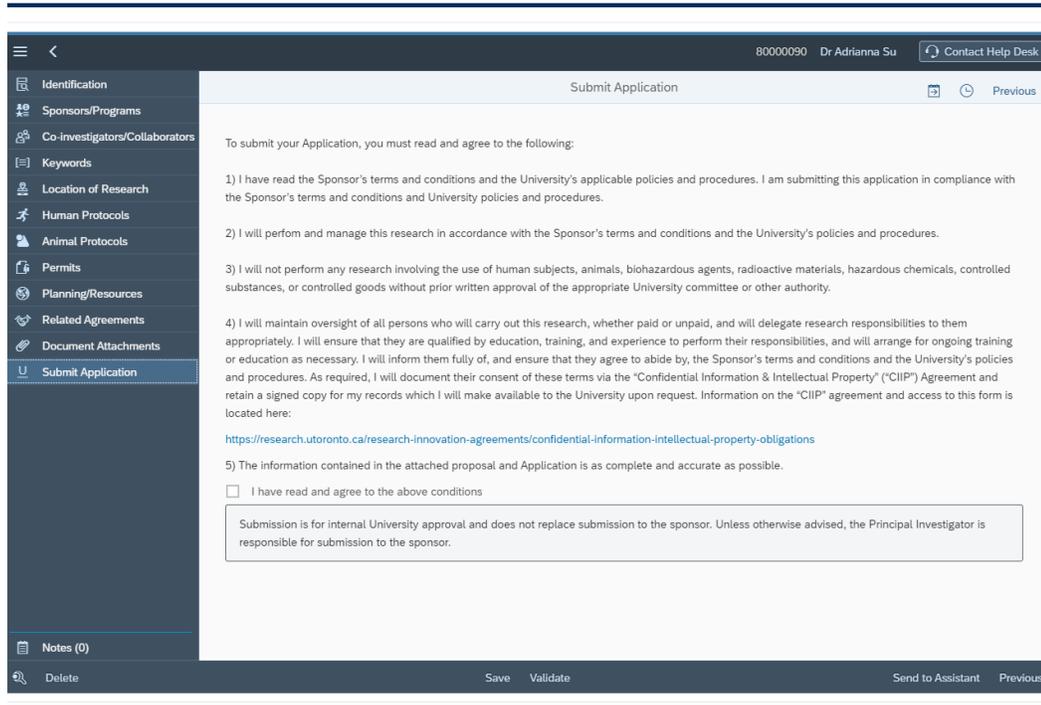
5. To view the Validation Window again, click this button.



6. To clear the error messages, click "Clear Error Messages".



7. Your application will be automatically validated prior to submission.



8000090 Dr Adrianna Su [Contact Help Desk](#)

Submit Application [Previous](#)

To submit your Application, you must read and agree to the following:

- 1) I have read the Sponsor's terms and conditions and the University's applicable policies and procedures. I am submitting this application in compliance with the Sponsor's terms and conditions and University policies and procedures.
- 2) I will perform and manage this research in accordance with the Sponsor's terms and conditions and the University's policies and procedures.
- 3) I will not perform any research involving the use of human subjects, animals, biohazardous agents, radioactive materials, hazardous chemicals, controlled substances, or controlled goods without prior written approval of the appropriate University committee or other authority.
- 4) I will maintain oversight of all persons who will carry out this research, whether paid or unpaid, and will delegate research responsibilities to them appropriately. I will ensure that they are qualified by education, training, and experience to perform their responsibilities, and will arrange for ongoing training or education as necessary. I will inform them fully of, and ensure that they agree to abide by, the Sponsor's terms and conditions and the University's policies and procedures. As required, I will document their consent of these terms via the "Confidential Information & Intellectual Property" ("CIIP") Agreement and retain a signed copy for my records which I will make available to the University upon request. Information on the "CIIP" agreement and access to this form is located here:
<https://research.utoronto.ca/research-innovation-agreements/confidential-information-intellectual-property-obligations>
- 5) The information contained in the attached proposal and Application is as complete and accurate as possible.

I have read and agree to the above conditions

Submission is for internal University approval and does not replace submission to the sponsor. Unless otherwise advised, the Principal Investigator is responsible for submission to the sponsor.

Notes (0) [Delete](#) [Save](#) [Validate](#) [Send to Assistant](#) [Previous](#)

For questions on My Research Applications & Agreements (MRA), please reach out to the RAISE Help Desk:

- By Email: raise@utoronto.ca
- By Phone: (416) 946-5000