

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.

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Peter Schwarz Lam – Business Process Integration Manager

Agenda

MRA Overview / Refresher

What's Changed?

Transition Period

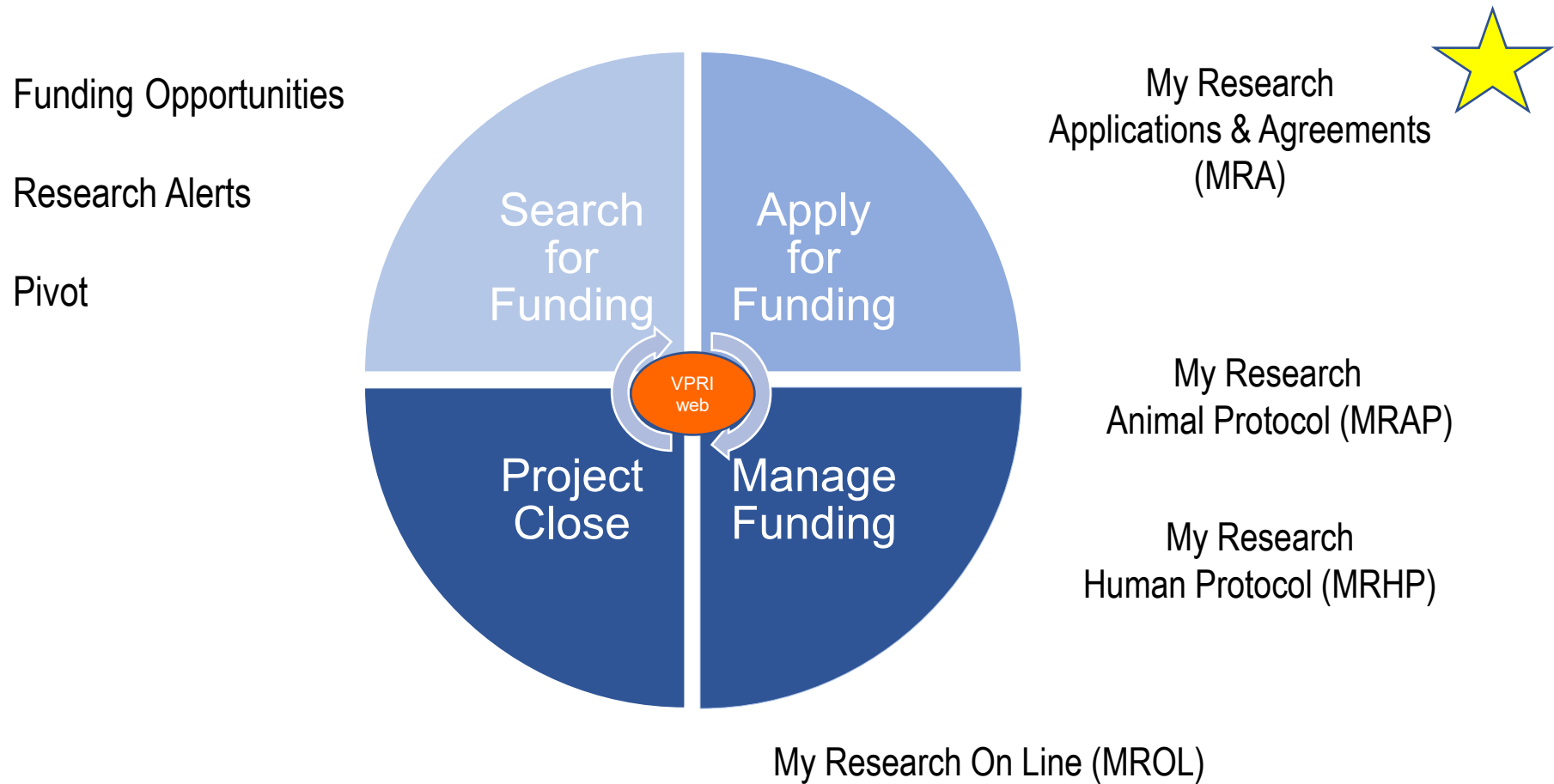
Renewed MRA System Demo

Resources for Help & Support

Q&A

Research Funding Life Cycle

Tools for Faculty Members: When to Use What



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When to use MRA: Funding Applications

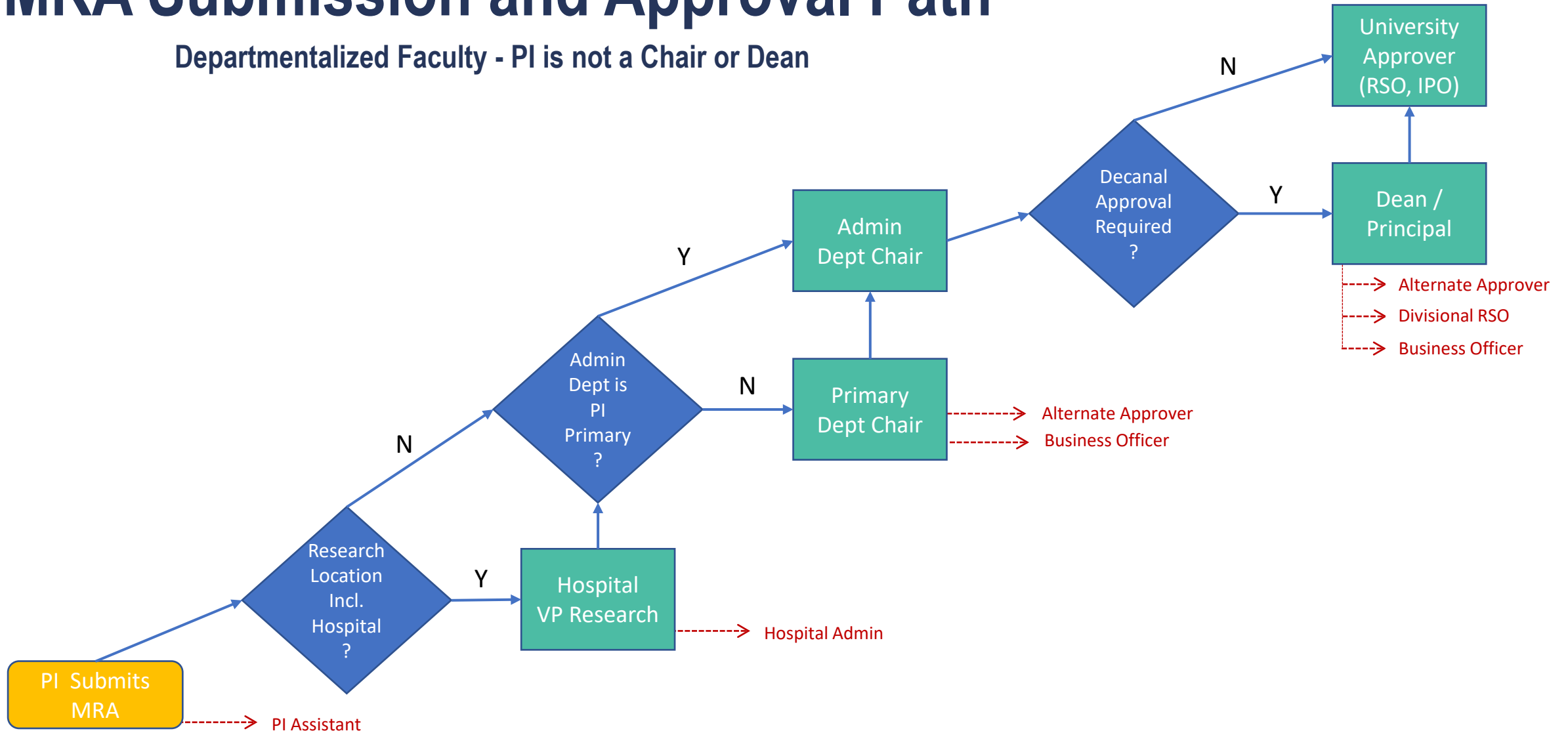
Before submitting a research funding application to a sponsor, a Principal Investigator (PI) must secure **University approval** for the proposal through the **funding applications** section of the My Research Application & Agreements (MRA) system

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 30th, 2021
 - new vs legacy (old) system

MRA Submission and Approval Path

Departmentalized Faculty - PI is not a Chair or Dean



Escalation factors (for departmentalized faculties)

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



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

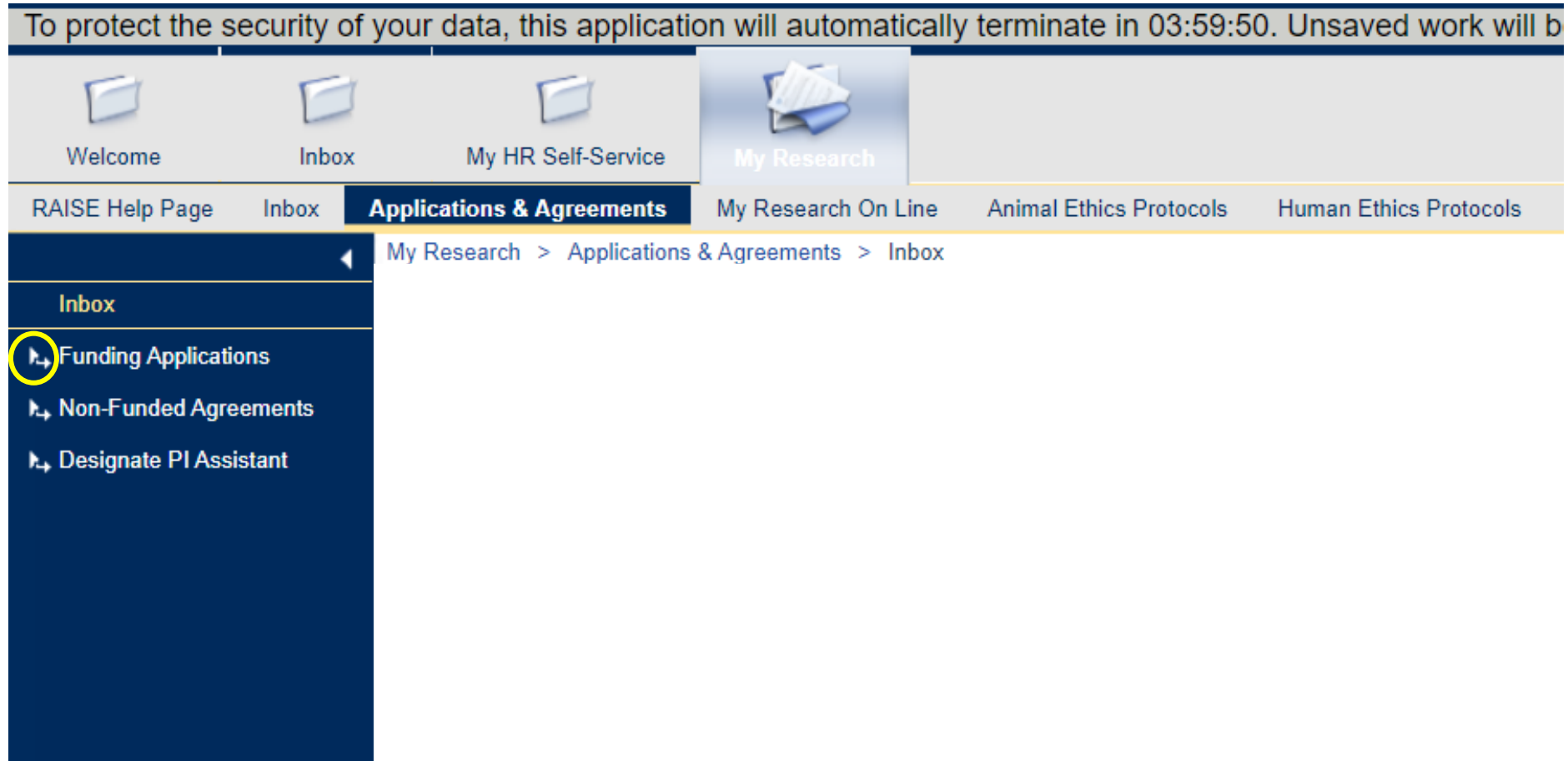
Important information on the transition period

- 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.

For applications that PIs...	What do PIs do?
Created but haven't submitted before August 28th	Complete & submit on legacy MRA system
Plan to start on/after August 30th	Create & submit on renewed MRA system

Accessing the renewed and legacy MRA Systems

To protect the security of your data, this application will automatically terminate in 03:59:50. Unsaved work will b



The screenshot displays a web application interface with a top navigation bar and a left sidebar. The top bar contains a security warning and a row of menu items: Welcome, Inbox, My HR Self-Service, My Research (highlighted), and an empty space. Below this is a secondary navigation bar with links: RAISE Help Page, Inbox, Applications & Agreements (highlighted), My Research On Line, Animal Ethics Protocols, and Human Ethics Protocols. The left sidebar is dark blue and contains a list of links: Inbox, Funding Applications (circled in yellow), Non-Funded Agreements, and Designate PI Assistant. A breadcrumb trail at the top of the sidebar reads: My Research > Applications & Agreements > Inbox.

Welcome Inbox My HR Self-Service **My Research**

RAISE Help Page Inbox **Applications & Agreements** My Research On Line Animal Ethics Protocols Human Ethics Protocols

My Research > Applications & Agreements > Inbox

- Inbox
- Funding Applications**
- Non-Funded Agreements
- Designate PI Assistant

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.

The screenshot displays a web application interface with a top navigation bar and a left sidebar. The top bar contains icons for 'Welcome', 'Inbox', 'My HR Self-Service', and 'My Research'. Below this is a secondary navigation bar with links for 'RAISE Help Page', 'Inbox', 'Applications & Agreements' (highlighted), 'My Research On Line', 'Animal Ethics Protocols', and 'Human Ethics Protocols'. The left sidebar is dark blue and contains a tree view with 'Inbox' at the top, followed by 'Funding Applications' (expanded), 'My Applications' (highlighted with an orange arrow), 'My Applications (Legacy)', 'Non-Funded Agreements', and 'Designate PI Assistant'. The main content area shows a breadcrumb trail: 'My Research > Applications & Agreements > Inbox'.

Applications & Agreements

My Applications

My Applications (Legacy)

Non-Funded Agreements

Designate PI Assistant

Accessing the renewed and legacy MRA Systems

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The screenshot shows a web application interface with a top navigation bar and a left sidebar. The top bar contains a security warning and several menu items: 'Welcome', 'Inbox', 'My HR Self-Service', 'My Research', 'RAISE Help Page', 'Inbox', 'Applications & Agreements', 'My Research On Line', 'Animal Ethics Protocols', and 'Human Ethics Protocols'. The 'Applications & Agreements' menu item is highlighted. Below the top bar, a breadcrumb trail reads 'My Research > Applications & Agreements > Inbox'. The left sidebar is dark blue and contains the following items: 'Inbox', 'Funding Applications' (with a dropdown arrow), 'My Applications', 'My Applications (Legacy)', 'Non-Funded Agreements', and 'Designate PI Assistant'. A red rectangular box highlights the 'Funding Applications' section, and an orange arrow points from the right towards the 'My Applications (Legacy)' link.

Accessing the renewed and legacy MRA Systems

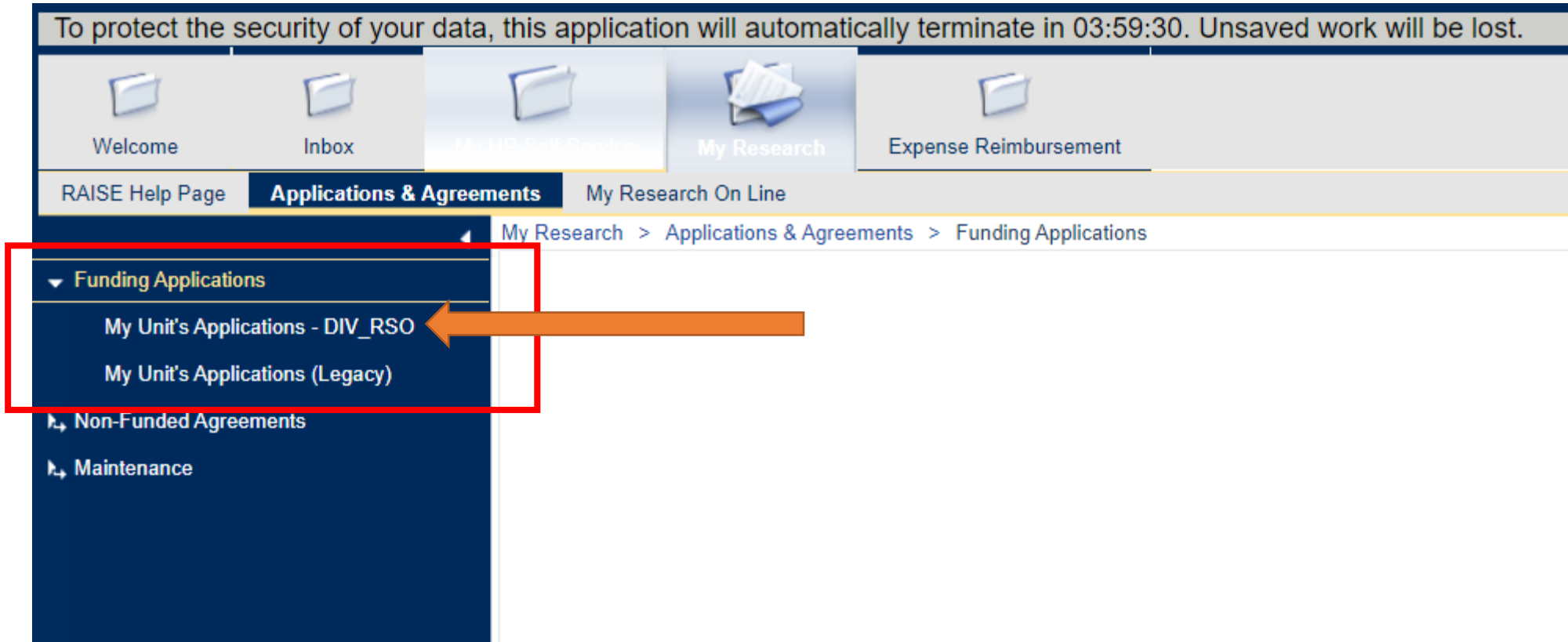
To protect the security of your data, this application will automatically terminate in 03:59:30. Unsaved work will be lost.

Welcome Inbox **My HR Self Service** My Research Expense Reimbursement

RAISE Help Page **Applications & Agreements** My Research On Line

My Research > Applications & Agreements > Funding Applications

- ▼ Funding Applications
 - My Unit's Applications - DIV_RSO
 - My Unit's Applications (Legacy)
- ↳ Non-Funded Agreements
- ↳ Maintenance



Accessing the renewed and legacy MRA Systems

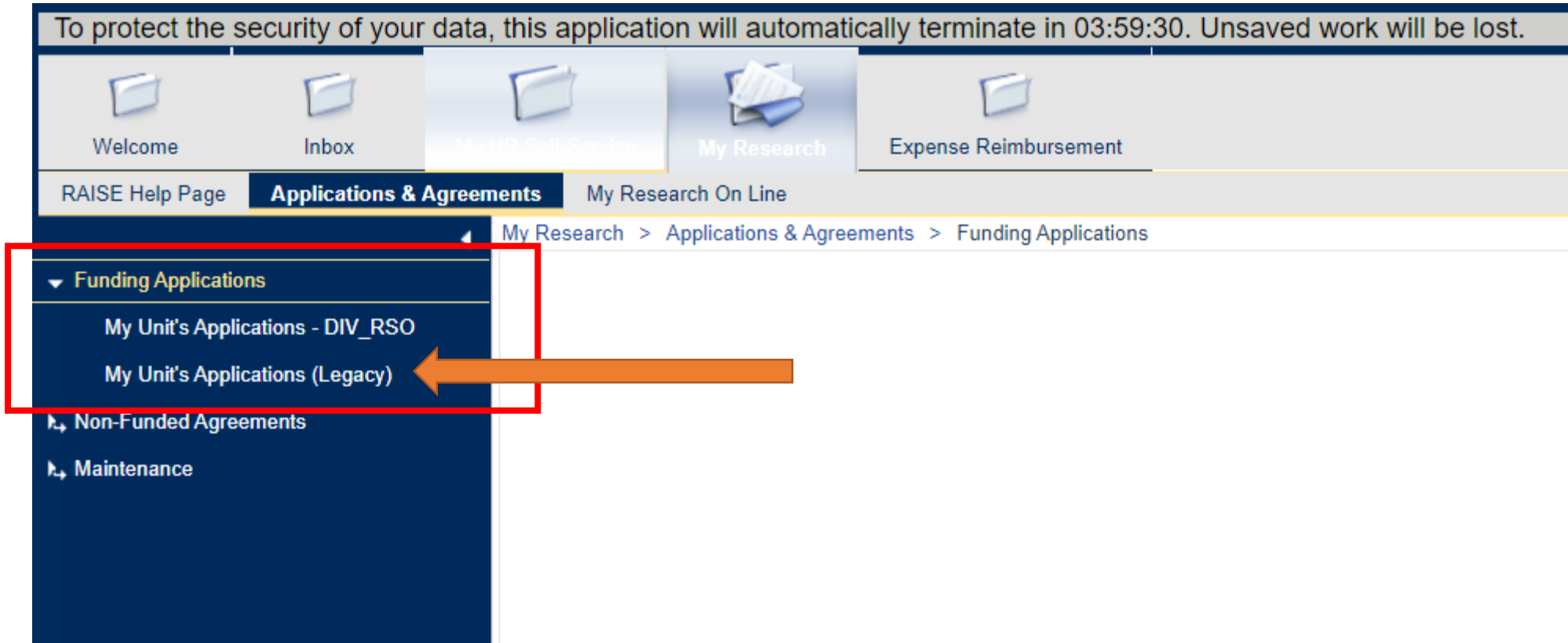
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Accessing the renewed and legacy MRA Systems

- 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

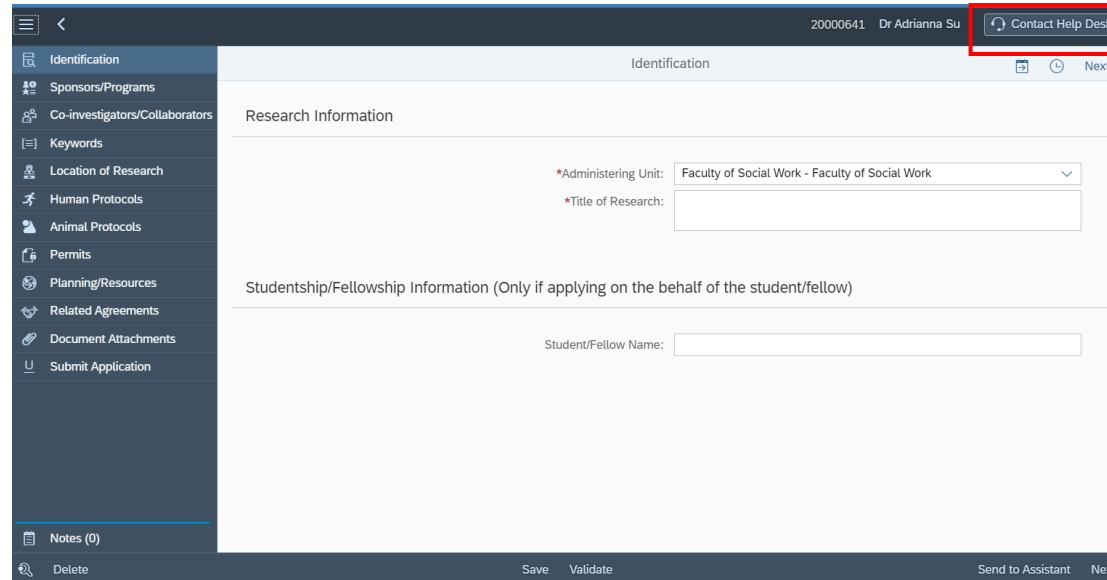
Resources for help & support

- **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



The screenshot displays the RAISE application interface. At the top right, a button labeled "Contact Help Desk" is highlighted with a red rectangular box. The interface includes a sidebar on the left with various menu items such as "Identification", "Sponsors/Programs", "Co-investigators/Collaborators", "Keywords", "Location of Research", "Human Protocols", "Animal Protocols", "Permits", "Planning/Resources", "Related Agreements", "Document Attachments", and "Submit Application". The main content area is titled "Identification" and contains sections for "Research Information" and "Studentship/Fellowship Information (Only if applying on the behalf of the student/fellow)". The "Research Information" section includes a dropdown menu for "Administering Unit" (set to "Faculty of Social Work - Faculty of Social Work") and a text input field for "Title of Research". The "Studentship/Fellowship Information" section includes a text input field for "Student/Fellow Name". The top of the interface shows the user's ID "20000641" and name "Dr Adrianna Su". The bottom of the interface has a navigation bar with buttons for "Delete", "Save", "Validate", "Send to Assistant", and "Next".

Resources for help & support

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

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The screenshot shows the 'My Research Applications & Agreements (MRA)' page. The header includes a 'Menu' icon, the text 'Division of the Vice-President, Research & Innovation', and a breadcrumb trail: 'Research & Innovation > My Research System Help & Support... > My Research Applications & Agree...'. The University of Toronto logo is in the top right. The main heading is 'My Research Applications & Agreements (MRA)' with a 'Topic' tag and 'SHARE' options. Below the heading is a navigation menu: 'ON THIS PAGE: Overview Funding Application Non-Funded Research Agreement (e.g. MTA, CDA) How Do I Get Access to MRA? Login to MRA MRA Training MRA Help Forms & Downloads VPRI Role VPRI Contact Other Resources'. Two expandable sections are visible: 'Who is this for?' and 'What do I need before I can begin?'. A notice states: 'You can log into MRA through the [My Research \(MR\)](#) portal.' A 'Please Note' section contains the following text: 'The renewed My Research Applications & Agreements (MRA) system is now live as of Monday, August 30, 2021. For more information on this renewal initiative, please visit the [project webpage](#). The VPRI will be hosting two, identical training sessions for all MRA users that focus on the new changes in MRA.' The sessions are: 'Thursday, September 2nd at 1-2 p.m. ([Register](#))' and 'Wednesday, September 8th at 10-11 a.m. ([Register](#))'. A footer note says: 'Please register for only one of these sessions.'

Questions?

