Accessing HSC Sponsored Projects (Preaward) Reports
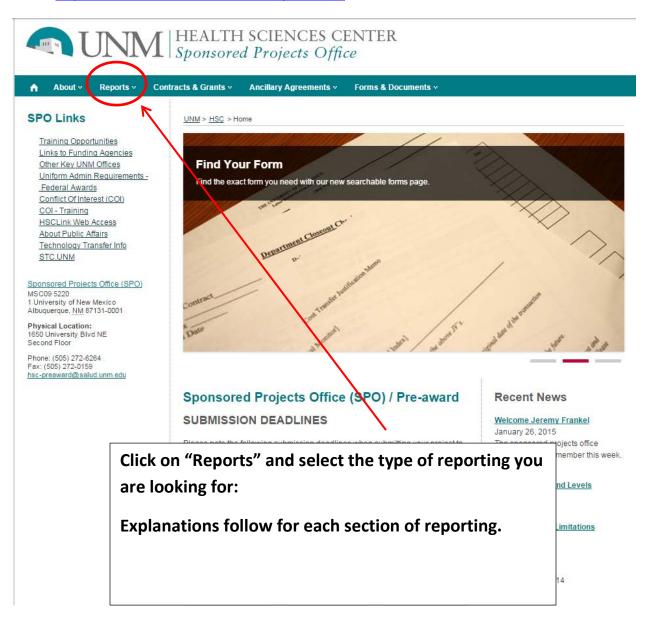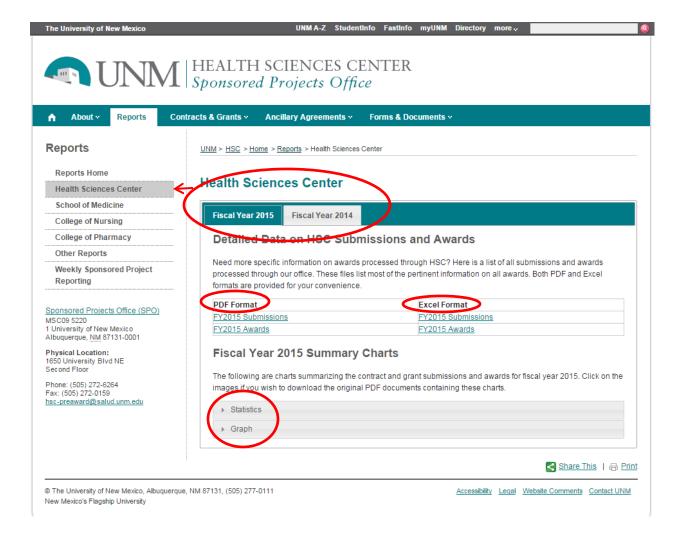
Go to: http://hsc.unm.edu/financialservices/preaward/

Click on "Reports" and select the type of reporting you are looking for:

Explanations follow for each section of reporting.
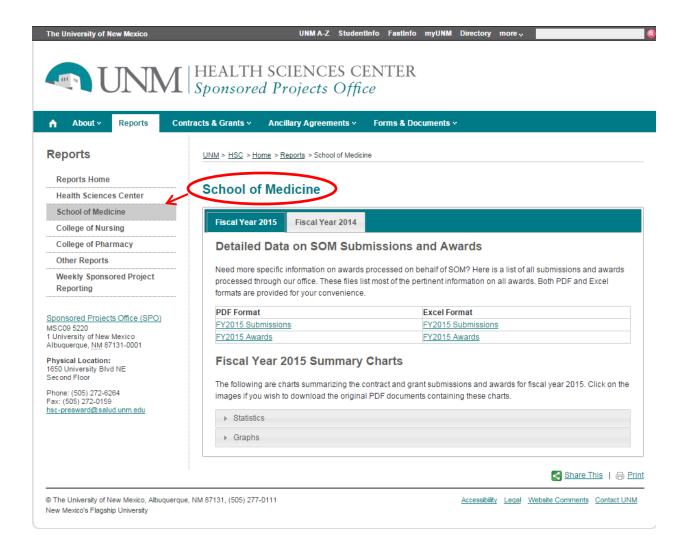
Reports Home:

- This page will show graphs and charts that summarize HSC's sponsored projects.

- You can click on some of the graphs/charts and they will open in a new window and can be printed.

- Data is updated on a quarterly basis, generally by the 15th of the month following the fiscal year quarter.

- Navigate to additional report areas by clicking a selection on the menu

Reports – Health Sciences Center:

- Provides the detail of sponsored project submissions and awards by fiscal years

- Can be downloaded in PDF or Excel formats

- Excel formats provide a filter in which you can more easily filter for your department or PI information

- Provides a summary graph of ALL HSC contract and grant activity by fiscal year

- Reports provide general information such as PI, Department, Preaward Number, Budget Dates and Budget dollars.

Reports – School of Medicine:

- Provides the same format of reports as Health Sciences Center but only for School of Medicine Orgs

- Some Orgs not included in this report are College of Nursing, College of Pharmacy, Health Science Library and Clinical and Translational Science Center

Reports – College of Nursing & College of Pharmacy:

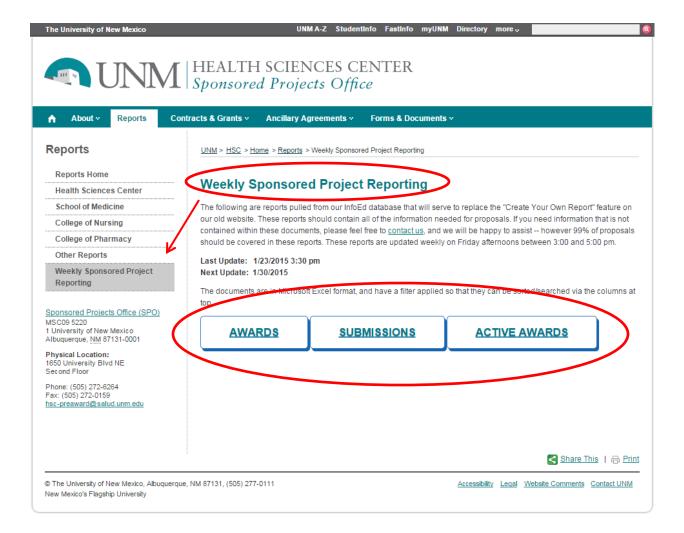- Provides the same format of reports as Health Sciences Center but only for the College of Nursing and College of Pharmacy, accordingly

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Sponsored Projects Office

🏠   About ⌄   **Reports**   Contracts & Grants ⌄   Ancillary Agreements ⌄   Forms & Documents ⌄

> **Click to view types of reports**

Reports

- Reports Home
- Health Sciences Center
- School of Medicine
- College of Nursing
- College of Pharmacy
- Other Reports
- Weekly Sponsored Project Reporting

Sponsored Projects Office (SPO)
MSC09 5220
1 University of New Mexico
Albuquerque, NM 87131-0001

Physical Location:
1650 University Blvd NE
Second Floor

Phone: (505) 272-6264
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hsc-preaward@salud.unm.edu

UNM > HSC > Home > Reports > Other Reports

Other Reports

| CTAs | MTAs | CDAs | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |

Below is an expandable panel containing statistics for clinical trials. If you want to download the original PDF containing these graphs, click the image, and the PDF will be downloaded.

▸ CTA (Clinical Trial) Statistics

> **Click to Expand to view Graphs – Click on Graphs to print**

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Reports – Other Reports:

- Provides fiscal year statistics for Clinical Trials, Material Transfer Agreements, and Confidential Disclosures to include turnaround time.

- Provides detailed calendar year reports for the Health Sciences Center (all org inclusive). Reports contain a filter and FAD Category. (Awards/Submissions)

- Click on the arrow in each tab to view or print the reports

UNM | HEALTH SCIENCES CENTER
Sponsored Projects Office

🏠   About ⌄   **Reports**   Contracts & Grants ⌄   Ancillary Agreements ⌄   Forms & Documents ⌄

Reports

Reports Home

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Weekly Sponsored Project Reporting

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UNM > HSC > Home > Reports > Weekly Sponsored Project Reporting

Weekly Sponsored Project Reporting

The following are reports pulled from our InfoEd database that will serve to replace the "Create Your Own Report" feature on our old website. These reports should contain all of the information needed for proposals. If you need information that is not contained within these documents, please feel free to contact us, and we will be happy to assist -- however 99% of proposals should be covered in these reports. These reports are updated weekly on Friday afternoons between 3:00 and 5:00 pm.

Last Update: 1/23/2015 3:30 pm
Next Update: 1/30/2015

The documents are in Microsoft Excel format, and have a filter applied so that they can be sorted/searched via the columns at top.

| **AWARDS** | **SUBMISSIONS** | **ACTIVE AWARDS** |

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Reports – Weekly Sponsored Project Reporting:

- Provides a downloadable report of all HSC Sponsored Project Awards based on the last update provided above (Report generally has over 12,000)

- Provides a downloadable report of all HSC Sponsored Project Submissions based on the last update provided above (Report generally has over 18,000 rows of data)

- Provides a listing of Active Awards based on the last update above

- To download the report, you only need to click on the box and the report will automatically download

- This took the place of the "Do it Yourself Query" on the old Sponsored Project/PreAward website

- Reports are updated on a weekly basis

General Information Regarding Reports

1) An Award is an item in which our office (SPO/Preaward) has received all the necessary paperwork to forward to Contract & Grant Accounting for account set up. No-cost Extensions are not included in this type of report.

2) A Submission is an item that has been sent to our office for review and approval for submission to sponsor.

3) Submission date is the date the SPO Proposal Data Sheet (PDS) was entered into our database, not the submission deadline of the project.

4) An Active Award is a project where the budget end date is equal to or greater than today (in this case it is based on the last update indicated).

5) No-cost Extensions are considered an Active Award as the budget end date is pushed out making the project active.

6) Information in reports can change from quarter to quarter based on need.

7) If you have questions regarding your departments projects, please contact your assigned Sponsored Project Officer

8) If you require a custom report, please email Stacy Bigbie (scatanach@salud.unm.edu) with the following information:

    a. Type of Report (i.e., awards/submissions/withdrawals)
    b. Date Paremeters (i.e., fiscal year, calendar year, # of years)
    c. If you need a particular property (i.e., project is ACA, project is "new," project's FAD)

    Please allow 5 business days for a custom report to be completed.