



To: Western Research Community
From: Theresa Russelo, Manager, Research Grants
Re: Updates to ROLA (Research Online Administration, PeopleSoft Grants)
Date: August 29, 2012

The following changes will be implemented to the **Research OnLine Administration (ROLA)** system for all **“Proposal”** submissions **on or before September 4th, 2012.**

1) NEW: Consent to Public Disclosure:

To meet the continued compliance requirements of some Funding Sponsors, Western University now requires a **Consent to Disclosure of Personal Information** from the Principal Investigator on all ROLA Proposals. This Consent has been added as a mandatory checkbox under the **“Details” Tab** (as outlined below under *“Process”*).

The Consent authorizes Western to provide personal information for public disclosure to the Funding Sponsor, in accordance with Sponsor guidelines and applicable laws, and after appropriate due diligence, with respect to cases of a serious breach of Sponsor policy.

PROCESS:

To “save” a ROLA Proposal for submission, the following must be checked:

I consent to the disclosure of information as is required by the policies of this funding Sponsor. (For TriCouncil Agency (CIHR, NSERC, SSHRC) funding, see **Consent to Disclosure of Personal Information**: http://www.nserc-crsng.gc.ca/doc/NSERC-CRSNG/governance-gouvernance/consent-consentement_eng.pdf.)

If not checked, the ROLA Proposal cannot be saved, nor processed for approvals.

2) Updated: Matching Funds / Partner Contributions:

Consolidated from two Sections to one Section.

Going forward, information pertaining to any additional contributions made to the project can be provided in one location on the **“General Info”** tab. If applicable, confirmation specifying commitments made internally by Department, Faculty, Institution, and/or externally through industry/partner support, is to be provided to Research Development & Services (RD&S) before ROLA Proposal approval for Application submission or during Contract negotiation.

3) Revisions: *Some questions previously included have been removed or revised for clarity.*

Certain fields or questions have been removed or revised to streamline the data needed for research administration and reduce the detail required on the ROLA Proposal. Additional prompts have also been added to the ROLA Proposal to aid in navigation and completion.

ROLAHelp: Available weekdays 8:00am – 4:30pm

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