

Message	How to fix it
<p>Error: Please complete the following mandatory Questionnaire(s) in the "Questionnaire" section.</p> <ol style="list-style-type: none"> 1. Compliance Questionnaire 2. International Questionnaire 	<p>Go to the Questionnaire tab and complete all questionnaires listed. (NOTE: This message may vary based on the Questionnaires that need to be completed.)</p>
V155a_ Response to Compliance Questionnaire Q1008=Yes requires a Special Review=Animal Usage. Go to Q1008 or the General tab > Special Review to edit for consistency.	Compliance Questionnaire, Q1008, indicates Animal Usage, but Special Review does not. Go to the Questionnaire tab > Compliance Questionnaire and the go to General tab > Special Review field and edit as appropriate. Save.
V155b_ Entry of a Special Review=Animal Usage requires Compliance Questionnaire Q1008=Yes. Edit for consistency.	Special Review indicates Animal Usage, but Compliance Questionnaire, Q1008, does not. Go to the Questionnaire tab > Compliance Questionnaire and/or the General tab > Special Review field and edit as appropriate. Save.
V156a_ Compliance Questionnaire Q1005=Yes requires Special Review=Human Subject.	Go to the Questionnaire tab > Compliance Questionnaire. Go to the General tab > Special Review. Edit Compliance Questionnaire Q1005 and Special Review for consistency. Save.
V156b_ Special Review=Human Subject requires Compliance Questionnaire Q1005=Yes.	Go to the Questionnaire tab > Compliance Questionnaire. Go to the General tab > Special Review. Edit Compliance Questionnaire Q1005 and Special Review for consistency. Save.
V156c_ Compliance Questionnaire: Q1006=Yes requires Research Area (Science Code) = HIPPA.	Go to the Questionnaire tab > Compliance Questionnaire. Go to the General tab > Research Area. Edit Compliance Questionnaire Q1006 and Research Area (Science Code) for consistency. Save.
V156d_ Research Area (Science Code) = HIPPA requires Compliance Questionnaire Q1006=Yes.	Go to the Questionnaire tab > Compliance Questionnaire. Go to the General tab > Research Area. Edit Compliance Questionnaire Q1006 and Research Area (Science Code) for consistency. Save.
V156e_ Compliance Questionnaire: Q1007=Yes requires Special Review=Stem Cell.	Go to the Questionnaire tab > Compliance Questionnaire. Go to the General tab > Special Review. Edit Compliance Questionnaire Q1005 and Special Review for consistency. Save.
V156f_ Special Review=Stem Cell requires Compliance Questionnaire Q1007=Yes.	Go to the Questionnaire tab > Compliance Questionnaire. Go to the General tab > Special Review. Edit Compliance Questionnaire Q1005 and Special Review for consistency. Save.
V165a_ Compliance Questionnaire Question Q1017 answered "yes," but no sub-award recipient site is listed.	Go to the General tab > Organizations. Add an "Outgoing Subaward Site" to the Organization list. Save.
V165b_ Compliance Questionnaire Question Q1017 answered "no," but a sub-award recipient site is listed.	Go to the Questionnaire tab > Compliance Questionnaire > Q1017 and answer "yes." Save.

V182_Anticipated Award Type. Go to the General Tab > Anticipated Award Type and choose the appropriate type.	Go to the General tab > Anticipated Award Type and choose the appropriate selection from the dropdown menu. Save the change made.
V237a_Anticipated Award Type 'Subgrant' or 'Subcontract' requires a Prime Sponsor field. Go to the General Tab > Anticipated Award Type and Prime Sponsor. Edit for consistency.	Edit General Tab > Anticipated Award Type and Prime Sponsor for consistency.
V237b_A Prime Sponsor cannot be entered unless Anticipated Award Type is Subgrant or Subcontract. Go to the General Tab > Anticipated Award Type and Prime Sponsor. Edit for consistency.	Edit General Tab > Anticipated Award Type and Prime Sponsor for consistency.
V261_The SAP Responsible Cost Center must be 10 numeric digits long, starting with the first eight digits of the lead unit. Go to the Other Information Tab > SAP RESP Cost Center field and enter the 10-digit Cost Center in which the SAP Grant will be created.	The SAP Responsible Cost Center must be 10 numeric digits long, starting with the first eight digits of the lead unit. Go to the Other Information Tab > SAP RESP Cost Center field and enter the 10-digit Cost Center in which the SAP Grant will be created.
V266_If the Activity Type = Clinical Research, the Sponsor Type must be 'Private Profit.' If a Prime Sponsor is required, it too must have Sponsor Type = 'Private Profit.'	If the Activity Type = Clinical Research, the Sponsor Type must be 'Private Profit.' If a Prime Sponsor is required, it too must have Sponsor Type = 'Private Profit.' Go to the General Tab to make the changes. Prime Sponsor is required only if Anticipated Award Type = Subcontract or Subgrant.
V273_Pi must be a Johns Hopkins University employee. Principal Investigators cannot be from the Address Book. Go to the General Tab > change or add a JHU person as the PI. Change the non-JHU person's role from Principal Investigator to the appropriate role.	Go to the General Tab > change or add a JHU person as the PI. Change the non-JHU person's role from Principal Investigator to the appropriate role.
V292_International activities are indicated, however there are no foreign personnel or organizations listed.	International Questionnaire Q1055 and Q1122 indicate foreign involvement. On the General tab, add foreign personnel to Key Personnel or add a foreign organization to the list of Organizations. Otherwise, correct Q1055 and/or Q1122.
V300_One or more Narrative Attachments has a Status = Draft. Go to the Attachments tab and mark all as Final.	One or more Narrative Attachments has a Status = Draft. Go to the Attachments tab and mark all as Final.
V306_The Sponsor and Prime Sponsor cannot be identical. Go to the General Tab and edit as appropriate. Prime Sponsor should be blank unless Anticipated Award Type = Subcontract or Subgrant.	The Sponsor and Prime Sponsor cannot be identical. GO TO: General Tab. Prime Sponsor should be blank unless Anticipated Award Type = Subcontract or Subgrant.
V331_ Sponsor Type= 'Institution of Higher Education' cannot be a Prime Sponsor or a lone sponsor. Go to General Tab to correct sponsor data.	CAUTION: Sponsor with a Sponsor Type= 'Institution of Higher Education' must contain a Prime Sponsor. Go to the General Tab. If Sponsor is correct, add the 'Prime ' Sponsor that will provide the Sponsor with funding. Anticipated Award Type must = Subcontract or Subgrant.
V354_Proposal Budget cannot contain a negative dollar amount. Go to Budget to edit.	Proposal Budget cannot contain a negative dollar amount. GO TO: Budget remove all negative dollar amounts.

V361_ Proposal Unit cannot = 000001. Go to the General tab > Key Personnel > Edit Principal Investigator. Add the correct unit/department for the PI. Click the house icon next to the new unit. Click the red "X" to delete the 000001 unit.	Lead Unit = 000001. Edit the Lead Unit - Go to the General tab > Key Personnel > Edit Principal Investigator. Add the correct unit/department to the Principal Investigator. Click on the house icon to change it to blue which denotes the lead unit. Delete the 000001 unit.
V362_ One or more Key Persons has a unit of "Johns Hopkins Enterprise - 000001". Go to the General tab > Key Personnel to add the person's home unit and remove "John Hopkins Enterprise".	Key Persons must have a valid lead unit that falls below the Johns Hopkins Enterprise. Go to the General tab > Key Personnel and add the person's home unit. and remove "John Hopkins Enterprise".
V375_ Proposal Type = Supplement must include Original Institute Proposal number and [current] Award number. Go to General Tab to add missing information.	Proposal Type = Supplement must include Original [Institute] Proposal number and [current] Award number. Go to the General Tab and add the missing information.
V380a: Compliance Question 1026 is answered "yes," however the option, "None" is selected in the budget cost-share drop-down menu. Go to the Compliance Questionnaire > Q1026 and the Budget tab > Cost-sharing. Edit for consistency.	Compliance Question 1026 is answered "yes," however the option, "None" is selected in the budget cost-share drop-down menu. Go to the Compliance Questionnaire > Q1026 and the Budget tab > Cost-sharing. Edit for consistency.
V380b_ The Budget contains Cost Sharing, but the Compliance Questionnaire Q1026 = No. Go to the Compliance Questionnaire > Q1026 and the Budget tab > Cost-sharing. Edit Q1026 and the Budget for consistency.	The Budget contains Cost Sharing, but the Compliance Questionnaire Q1026 = No. Go to the Compliance Questionnaire > Q1026 and the Budget tab > Cost-sharing. Edit Q1026 and the Budget for consistency.
V425_ Investigator Certification Form has not been completed for one or more Proposal Persons. Go to the Certification Tab and complete Certification Forms for every JHU employee. Note: Click on the edit icon next to the name of the personnel desired to open the Certification questions.	Investigator Certification Form has not been completed for one or more Proposal Persons. Go to the Certification Tab and complete Certification Forms for every JHU employee. Note: Click on the edit icon next to the name of the personnel desired to open the Certification questions.
V461_ Proposal Sponsor is a foreign entity [Sponsor Type = Foreign], but International Questionnaire Q1055 indicates no foreign involvement in the project. Go to the International Questionnaire Q1055 or the General tab > Sponsor. Edit for consistency.	Proposal Sponsor is a foreign entity [Sponsor Type = Foreign], but International Questionnaire Q1055 indicates no foreign involvement in the project. Go to the International Questionnaire Q1055 or the General tab > Sponsor. Edit for consistency.
V463_ Proposal Type = Resubmission requires entering the Original Institute Proposal Number. Go to the General Tab > Original Institute Proposal Number field and enter the Original Institute Proposal number.	Proposal Type = Resubmission requires entering the Original Institute Proposal Number. Go to the General Tab > Original Institute Proposal Number field and enter the Original Institute Proposal number. Note: This field is an elastic search and various criteria can be used to find the IPN.
V465_ Proposal Type = Renewal requires both Original Institute Proposal Number and [current] Award Number. Go to the General Tab and complete the blank field(s).	Proposal Type = Renewal requires both Original Institute Proposal Number and [current] Award Number. Go to the General Tab and complete the blank field(s).
V471_ Proposal must have a Budget. Go to Budget Tab and enter a budget.	Proposals must have a Budget. Go to the Budget Tab and enter a budget.

V522a_Compliance Questionnaire Q1047 is answered 'Yes', but Special Review doesn't include 'Biohazard Materials'. Edit Special Review and Compliance Questionnaire for consistency.	Special Review includes 'Biohazardous Materials', but Compliance Questionnaire Q1047 are answered 'No'. Edit the Special Review and/or Compliance Questionnaire to remove this inconsistency.
V522b_Special Review includes 'Biohazardous Materials', but Compliance Questionnaire Q1047 is answered 'No'. Edit the Special Review and Compliance Questionnaire for consistency.	Compliance Questionnaire Q1047 is answered 'Yes', but Special Review does not include 'Biohazard Materials'. Edit the Special Review and/or Compliance Questionnaire to remove this inconsistency.
V523a_Compliance Questionnaire Q1011 is answered 'Yes', but Special Review does not include 'Hazardous Chemicals'. Edit Special Review and Compliance Questionnaire for consistency.	Special Review includes 'Hazardous Chemicals', but one or both Compliance Questionnaire Q1009, Q1011 are answered 'No'. Go the General tab > Special Review and/or Compliance Questionnaire > Q1011. Edit for consistency.
V523b_Special Review includes 'Hazardous Chemicals', but Compliance Questionnaire Q1011 is answered 'No'. Edit Special Review and Compliance Questionnaire for consistency.	Compliance Questionnaire Q1011 is answered 'Yes', but Special Review does not include 'Hazardous Chemicals'. Go the General tab > Special Review and/or Compliance Questionnaire > Q1011. Edit for consistency.
V524a_Compliance Questionnaire Q1012, is answered 'Yes', but Special Review does not include 'Recombinant DNA.' Go to Special Review and Compliance Questionnaire for consistency.	Compliance Questionnaire Q1012, is answered 'Yes', but Special Review does not include 'Recombinant DNA.' Go to the General tab > Special Review and Questionnaire tab > Compliance Questionnaire > Q1012. Edit for consistency.
V524b_Special Review includes 'Recombinant DNA', but Compliance Questionnaire Q1012 is answered 'No'. Go to the General tab > Special Review and Compliance Questionnaire for consistency.	Special Review includes 'Recombinant DNA', but Compliance Questionnaire Q1012 is answered 'No'. Go to the General tab > Special Review and Questionnaire tab > Compliance Questionnaire > Q1012. Edit for consistency.
V525_International Questionnaire is inconsistent. Question 1055 is answered yes, and question 1056 and 1112 are answered no.	International Questionnaire is inconsistent. Question 1055 is answered yes, and question 1056 and 1112 are answered no. This is inconsistent. Please revisit the questionnaire to correct your answers.
V544_International Questionnaire Q1067 is answered "No;" however, a sanctioned country is listed on the proposal. Go to International Questionnaire to edit for consistency.	Question Q1067 is answered no; however, a sanctioned country is listed on the proposal. Go to the Questionnaire tab > International Questionnaire > Q1067. Mark question Q1067 Yes.
V564_Proposal Deadline Date is required. Deadline Date is the last date the Sponsor can receive the proposal and be eligible for consideration for funding. Do not use dates that fall on weekends and/or holidays. Go to the General Tab to enter a Sponsor Deadline Date.	Go to the General tab > input a valid deadline date. Do not use dates that fall on weekends or holidays.
V565a_This proposal contains a restricted sponsor: an entity whose mission conflicts with that of JHU. Awards from these sponsors are not accepted by the University.	This proposal contains a restricted sponsor: an entity whose mission conflicts with that of JHU. Awards from these sponsors are not accepted by the University.

V655b_ This proposal contains a restricted prime sponsor: an entity whose mission conflicts with that of JHU. Awards from these sponsors are not accepted by the University.	This proposal contains a restricted sponsor: an entity whose mission conflicts with that of JHU. Awards from these sponsors are not accepted by the University.
V624_ Deadline Date must be a workday, not weekend or holiday. Change deadline to a JHU business day that doesn't exceed the Sponsor's requirements.	Go to the General tab > Change the deadline date to be a workday, no weekends or holidays are allowed. For all SOM departments, this is an error. For all JHURA departments, this is a warning.
V625_ Cost Sharing field is required. Go to the Budget tab to add cost sharing type.	Go to the Budget tab and choose an appropriate choice from the Cost Sharing drop-down menu.
V626_ Area of Research field is required. Go to the General tab to add one or more Area(s) of Research. If none apply, choose "None."	Go to the General tab > Area of Research > Area and chose at least one choice from the drop-down menu. Click on Add Area button.
V627_ MISSING: Sponsor is a required field. Go to the General tab and complete the Sponsor field.	Go to the General tab and complete the Sponsor field.
V628_ International location is present but Q1055 is answered 'no.'	Go to the International Questionnaire > Q1055 and change it to 'yes.'
V630a_ Overhead rate agreement None with IDC amount. Go to the Budget tab and edit for consistency of the Overhead Rate Type and the Indirect Cost Total. If the Overhead Rate Type is None, the IDC should be \$0.	Go to the Budget tab and edit for consistency of the Overhead Rate Type and the Indirect Cost Total. If the Overhead Rate Type is None, the IDC should be \$0.
V630b: Overhead Rate without IDC. If the IDC = \$0, then the Overhead Rate Type likely should be None. Go to the Budget tab and edit for consistency. (WARNING only)	If the IDC = \$0, then the Overhead Rate Type likely should be None . Go to the Budget tab and edit for consistency.
V631_ Project dates and budget dates do not match. Go to the budget tab and choose "Yes" to adjust the budget period boundaries.	Go to the budget tab and choose "Yes" to adjust the budget period boundaries.
V632_ Missing Department for JHU Personnel	Go to the General tab and edit the JHU Key Personnel who does not have a department.
V726: Service Request is Missing Link to IP or Award. Go to Overview tab to enter the Award or IPN.	Service Request is Missing Link to IP or Award. Go to Overview tab to enter the Award or IPN.