
Commons Version 2.26.0.0 eSNAP, MyBib, xTrain, FCOI and Commons Release Notes

New Features

Commons

PPF - Continuous Submission and Meetings View

The *Continuous Submission Eligibility* and *Reviewer Service History* section of the *Reviewer-Specific* screen now shows three fiscal year options in the Continuous Submission (CS) Eligibility Period drop-down box. The first available date is for the current fiscal year. The remaining dates will be for the next two 12-month eligibility periods.

Additionally, a new **Submit** button was added next to the **CS Eligibility Period** drop-down box. This process displays the person's continuous eligibility status and a list of all eligible meetings for the past two to 18-month period.

Home Admin Institution Profile **Personal Profile** Status eSNAP ESR xTrain FCOI Links eRA Partners Help
 Personal Information Race/Ethnicity Employments **Reviewer-Specific** Residential Address Degrees/Residency Publications Reference Letters Trainee-Sp

Reviewer Address ?

Reviewers: Please go to the Residential Address tab to access the Secure Payee Registration System (SPRS).

* indicates required field

Reviewer Address

Line 1:* City:*
 Line 2: State:*
 Line 3: Zip Code:*
 Line 4: Country:* UNITED STATES
 Phone:* Fax:
 E-mail:*

Submit Reset Cancel

Continuous Submission Eligibility & Reviewer Service History ?

If you are an appointed member of a NIH advisory or review group, you are eligible and should be listed on [Appointed Members of NIH Study Sections, Councils and Boards "Regular" List](#)

Continuous Submission Eligibility Period

Please Select CS Eligibility Period

Eligibility Period: 07/15/09 to 09/30/10
 Eligibility Period: 10/01/10 to 09/30/11
 Eligibility Period: 10/01/11 to 09/30/12

Continuous Submission Eligibility Status	Start of Eligibility Date	End of Eligibility Date
Eligible	09/01/2009	03/01/2011

List of your CS Eligible meetings - Count (6) Between 01/01/2009 - 06/01/2010

Meeting	Meeting Start Date	SRO	Institute
2008/05 ZRG1-H BBBP-H (60)C	01/22/2007	Sem Thompson	NORTHWESTERN UNIVERSITY
2008/06 ZRG1-H ACBP-H (30)D	03/19/2008	Yuri Gorbach	CENTER FOR SCIENTIFIC REVIEW
2007/07 ZRG2-H BDKP-H (15)A	09/09/2008	Alex Nadi	UMCP
2008/05 ZRG1-H BBBP-H (60)C	07/13/2006	Estina Bush	NIGMS
2008/10 ZRG4-H BBBP-H (120)F	10/11/2009	Jim Backer	NCRR

Figure 1: Reviewer Address – CS Eligibility Periods

Public Access Screen Will No Longer Allow Basic Account Creation

The Commons *Public Access* screen no longer allows BASIC account creation in Commons. The **Create New Account** link has been removed from the Public Access *eRA Login* screen.

Electronic Research Administration
eRA Commons
 Sponsored by National Institutes of Health
 Version 2.24.01

Welcome Guest
 Institution: Not Affiliated
 Authority:

Home Links eRA Partners Help

eRA Login

Please login with your NIH Commons user ID and password. Once logged in you will be able to upload your manuscript to the NIH Manuscript Submission System. If you don't have a NIH Commons user ID, click on the 'Create Account' link below and you will be able to create one.

If you need to create a new account, contact your central grants administration office and have them affiliate your account with your institution. This will enable you to take advantage of all of the other benefits that the NIH Commons offers such as access to your review scores and downloading your summary statements when they are available as well as processing your annual progress reports online. Be sure to give them your user ID.

[Create new account](#)

* indicates required field

System Notification

Username*
 Password*

Login Reset

[Forgot Password?](#)

Figure 2: Old eRA Public Access Login Screen

Account Management Continuous Submission (CS) Query Will Now Retrieve Preferred Address

Previously, the Account Management Continuous Submission (CS) query would return only the first address found on an individual.

Now, the CS query correctly returns the preferred address on an individual and not the first query result.

Account Management Continuous Submission (CS Query - Combination of Not Affiliated and Institution Search Checkbox Will Be Invalid

The Continuous Submission (CS) query combination having the Account Status option being set to **Not Affiliated** and the Institution Search checkbox being in a checked state is no longer allowed. When the **Not Affiliated** option is selected, the Institution Search checkbox will now be unchecked, disabled, and not accessible.

MyBib

Displaying PubMed Central Reference Number (PMCID), Citation Text Elements, and Valid NIHMSID

The *Publications* and *eSNAP* screens now display **Citation ID** and **Citation Text** columns. However, the following conditions apply.

1. If the PubMed Central Reference Number (PMCID) or the PubMed reference number (PMID) is available, it is displayed.
2. If neither is available, then the NIH Manuscript Submission (NIHMS) ID is displayed.

My NCBI Integration – Personal Profile (PPF)

The National Center for Biotechnology Information (NCBI) data is now integrated into the *List of Publications* screen. The *List of Publications* screen now displays all Principal Investigator (PI) citations residing on MyBib. This screen also lets you know if a publication has a valid NIH Manuscript ID (NIHMSID) or not.

View	NIHMS#	Citation Source	Citation ID	Citation Text	Grant-paper Association		
					Grant #	Status	Action
		PMC	1234567	Sheldahl LC, Mariotti LK, Bryant DN, Shapiro RA, Dorsa DM. Neuro Endocrinology 22:87-94 2007.	5T32CA000123-04	Proposed	Reject Confirm
NO		NIHMS	700936	Mhyme AJ, Dorsa DM. Estrogen activates rapid signaling in the brain. Neuroscienc. 2006;138(2):851-8. Epub 2005 Dec 15. Review.	3T3223456706S1	PI Confirmed	Reject
		PMC	1234567	Mhyme AJ, Shapiro RA, Dorsa DM. Estradiol reduces nonclassical b cells expressing estrogen receptor alpha. Endocrinology. 2006 Apr;199(2):199-207. Review.	3T3223456706S1	Rejected	Confirm
NO		NIHMS	708112	Bryant DN, Sheldahl LC, Mariotti LK, Shapiro RA, Dorsa DM. Multip Apr;19(2):199-207. Review.	5T32CA000123-04	Official	
		PMC	1234567	Mariotti LK, McGann-Oramling KR, Hauss-Wegzyniak B, Sheldahl uterine growth as a function of estrogen replacement regimen: suz replacement. Endocrinology. 2007 Jan;148(1):233-40. Epub 2006			
		PMC	123098	Mariotti LK, McGann-Oramling KR, Hauss-Wegzyniak B, Sheldahl infusion of lipopolysaccharide differentially alter steroid receptors			
		PMC	1234567	Sheldahl LC, Shapiro RA, Bryant DN, Koerner IP, Dorsa DM. G2008 receptor alpha, to the neuronal plasma membrane. Neuroscience	5T32CA000123-04	Proposed	Reject Confirm
		NIHMS	1112009	Malagne V, Mastronardi C, Shapiro RA, Dorsa DM, Ojeda SR. Hypo Endocrinology. In Press			
		PMC	1234567	Sheldahl LC, Shapiro RA, Bryant DN, Koerner, IP, Dorsa DM. Estro membrane. Neuroscience In Press. 2008.			
NO		NIHMS	661022	Online availability of hormonal contraceptives without a health care			

Figure 3: List of Publications Screen

There is now a Grant-Paper Association **Status** column on the *List of Publications* screen.

Grant #	Grant-paper Association	
	Status	Action
5T32009123-17	Proposed	Reject Confirm
3T32567234-05S1	PI Confirmed	Reject
5T32CA008123-06	Rejected	Confirm
5T32CA008666-04	Official	
5T32CA008666-04	Proposed	Reject Confirm

Figure 4: New Grant-Paper Association Status Column

The following table shows the list of possible Status Values and their associated Action Values for the MyBib Grant-paper Associations. If a Grant-Paper Association does not exist at the time of selection into eSNAP, a new Association is created. If the selected Grant has multi-PIs, a **View All PIs Citations** button allows the PI to view citations of All PIs.

<u>Possible Status Values</u>	<u>Possible Action Values</u>	<u>Details</u>
Proposed	Reject Confirm	The PI can either Reject or Confirm the proposed Grant-paper Association.
PI Confirmed	Reject	The PI can Reject the Confirmed Grant-paper Association.
Rejected	Confirm	The PI can Confirm the Rejected Grant-paper Associations.
Official	N/A	The Grant-paper Association was confirmed by the PI, added to eSNAP and the eSNAP was submitted to the Agency.

Table 1: Association Status Values

NOTE: There will not be any Grants-paper Association *Status* information for PI entered Citations.

In the July release, the capability to add PD/PI entered citations through Commons will be removed. In the October release, PD/PI entered citations that were not moved to the MY NCBI system will be removed from Commons.

My NCBI Integration - eSNAP

The National Center for Biotechnology Information (NCBI) data is now integrated into the *Upload Science* screen within the eSNAP module. This screen allows a Principal Investigator (PI) or PI Delegate user to associate PI Publications with a particular eSNAP and to upload a progress report and/or other files. It also allows you to include/update citations (publications) for the eSNAP and lets you know if a publication has a valid NIH Manuscript ID (NIHMSID) or not.

Home Admin Institution Profile Personal Profile Status eSNAP Internet Assisted Review xTrain Links eRA Partners Help

Grant List Manage eSNAP Upload Science Edit Business

Upload Science

* indicates required field

Name: LAIMINS, Laimonis A **Grant Number:** 5R37CA074202-13

Grantee Institution: NORTHWESTERN UNIVERSITY

Files	File Name	Date Created	Status
Progress Report File: *			NOT UPLOADED <input type="button" value="Import"/>
Research Accomplishments File: Use this section to provide summary bullets of science highlights and other significant changes.			NOT UPLOADED <input type="button" value="Import"/>
Other File:			NOT UPLOADED <input type="button" value="Import"/>

To view the Citation at the source, please click on the Citation ID hyperlink. You will automatically be logged in to the correct source with your Commons credentials.

NIH Manuscript Submission System Status: AVAILABLE

Publications 1 10 out of 13 records Prev 1 2 Next

Associate with this eSNAP	Valid NIHMSID	Citation Source	Citation ID	Citation Text
<input checked="" type="checkbox"/>		PMC	123456767	Sheldahl LC, Marriro RA, Dorsa DM. Neuroiro RA, Dorsiro RA, Dorsa DM. NRA, DRA, Dorsiro RA, Dor Endocrinologica 3:
<input checked="" type="checkbox"/>	NO	NIHMS	112709	Mhyre AJ, Dorsa Dlpid signaling in the brainpid signalinpid signaling in the l sign signalinpid signali Neuroscience. 200005 Dec 15. Review. :005 Dec 1:005 Dec 15. Review5 Dec5 Dec 1:005 Dec 1
<input type="checkbox"/>		PMC	123456767	Mhyre AJ, Shapiro fl reduces nonclassical bl reduces nl reduces nonclassiduce:duces nl reduces r cells expressing eEndocrinology. 2006 Api Endocrinoli Endocrinology. 2006docrinol: Endocrino
<input checked="" type="checkbox"/>	NO	NIHMS	112709	Bryant DN, Sheldalro RA, Dorsa DM. Multi iro RA, Dorsiro RA, Dorsa DM. MRA, DRA, Dorsiro RA, Dor Apr;29(2):199-207.
<input type="checkbox"/>		PMC	123456767	Marriott LK, McGanWegrzyniak B, Sheldahl-Wegrzynial-Wegrzyniak B, Shelogrzyrgrzynial-Wegrzynia uterine growth as aplacement regimen: supplacement:placement regimen: cement:placement replacement. Endo(1):232-40. Epub 2006 8(1):232-408(1):232-40. Epub 20:232:232-408(1):232-40

Save Back

Figure 5: Upload Science Screen

You can also click on the **Citation ID** hyperlink to view the source Citation document.

NIH Manuscript Submission System Status: AVAILABLE

Publications 1 10 out of 13 records Prev 1 2 Next

Associate with this eSNAP	Valid NIHMSID	Citation Source	Citation ID	Citation Text
<input checked="" type="checkbox"/>		PMC	123456767	Sheldahl LC, Marriro RA, Dorsa DM. Neuroiro RA, Dorsiro RA, Dorsa DM. NRA, DRA, Dorsiro RA, Dor Endocrinologica 3:
<input checked="" type="checkbox"/>	NO	NIHMS	112709	Mhyre AJ, Dorsa Dlpid signaling in the brainpid signalinpid signaling in the l sign signalinpid signali Neuroscience. 200005 Dec 15. Review. :005 Dec 1:005 Dec 15. Review5 Dec5 Dec 1:005 Dec 1
<input type="checkbox"/>		PMC	123456767	Mhyre AJ, Shapiro fl reduces nonclassical bl reduces nl reduces nonclassiduce:duces nl reduces r cells expressing eEndocrinology. 2006 Api Endocrinoli Endocrinology. 2006docrinol: Endocrino
<input checked="" type="checkbox"/>	NO	NIHMS	112709	Bryant DN, Sheldalro RA, Dorsa DM. Multi iro RA, Dorsiro RA, Dorsa DM. MRA, DRA, Dorsiro RA, Dor Apr;29(2):199-207.
<input type="checkbox"/>		PMC	123456767	Marriott LK, McGanWegrzyniak B, Sheldahl-Wegrzynial-Wegrzyniak B, Shelogrzyrgrzynial-Wegrzynia uterine growth as aplacement regimen: supplacement:placement regimen: cement:placement replacement. Endo(1):232-40. Epub 2006 8(1):232-408(1):232-40. Epub 20:232:232-408(1):232-40

Save Back

Figure 6: Upload Science Screen with Citation ID Hyperlink

If a Grant-Paper Association does not exist at the time of selection into eSNAP, a new Association is created. If the selected Grant has multi-PIs, a **View All PIs Citations** button allows the PI to view citations of All PIs.

xTrain

Trainee Access to Appointment Period and Amount Fields Are Now Read Only

Previously, users with the PI, ASST, and Trainee roles had similar rights to modify the Period of Appointment and the Support for Period of Appointment information on the Statement of Training Appointment form. Therefore, a Trainee could change the Period of Appointment dates, change the stipend, tuition, and travel compensation amounts.

Now, Trainee have read-only access to the following fields within xTrain. (See image on next page)

- Appointment Start Date
- Appointment End Date
- Stipend Level or Salary
- Stipend/Salary/Other Compensation
- Tuition/fees (estimated)
- Travel

Name of Specialty Boards (if applicable)							
Is the Trainee in a dual-degree program (e.g. M.D./Ph.D.)?							
<input checked="" type="radio"/> No <input type="radio"/> Yes							
Prior NRSA Support							
If the trainee has previously received support from Kirschstein-NRSA training grant or fellowship, it will be listed in the table below. If the list of prior support is incomplete or incorrect, please go to the Admin tab, Accounts tab, and then click on the 'Verify NIH Support' submenu and follow the instructions for verifying NIH support.							
Grant #	ARRA	PI	Appointment Start Date	Appointment End Date	Stipend/Salary Amt	Degree Level	Status
2 T32 MH 19126-16		REGIER, DARREL A	09/01/2005	08/31/2006	43428	POST-DOC	Terminated
Field of Research Training or Career Development (for this appointment)							
Choose a specific subfield (e.g., biological chemistry) unless the broader category (e.g., biochemistry) fits best.							
----Psychiatry (6990)							
Period of Appointment							
From (MM/DD/YYYY)	10/06/2008						
To (MM/DD/YYYY)	10/05/2009						
	12	months	0	days			
Support for Period of Appointment							
Type	Total for this Grant (Omit cents)						
Stipend Level or Salary	6 - 48,852 POST-DOC			Standard Stipend			
Stipend/Salary/Other Compensation	48852			48,852.00			
Tuition/fees (estimated)	0						
Travel	1700						
Total	50552						
<input type="button" value="Cancel"/> <input type="button" value="Accept"/> <input type="button" value="Accept without Validation"/> <input type="button" value="Route back to Institution"/> <input type="button" value="Place on Hold"/>							
<input type="button" value="Place on Hold - Awaiting Paper Signature(s)"/> <input type="button" value="View PDF"/> <input type="button" value="Delete"/>							

Figure 7: Statement of Training Appointment

Disability and Disadvantage Background Information Has Been Updated for Existing Records

All trainee role records with appointments have been updated with the Disability and Disadvantaged Background values from their Personal Profile. Existing Statement of Appointment PDF forms have been re-generated to display these values.

Updating Existing Early Termination Records

Previously, for the early termination process xTrain combined the amendment and the termination process into a single step. The fact that the amendment was not actually being created caused data discrepancies between Training Activities (TA) module and xTrain.

The early termination process was modified for the previous enterprise release so a new amendment record gets created where the appointment end date would be the early termination date and then this amendment gets terminated. This change affected only new early termination records.

Now all existing early termination records have been updated to follow the same process i.e. new amendment records were created where the appointment end date is the early termination date and then these amendments were terminated.

Prior NRSA Support on 2271 Form and Other PHS Service Obligation on TN Will Now Show All Previous NRSA Support

Previously, the *Prior NRSA Support* section of the Statement of Training Appointment form showed support under the current award only, and did not display terminated appointments. Now, all NRSA support (paper and electronic) for that trainee displays on the 2271 form. This applies to the PDF form as well.

In addition, the current appointment no longer displays under the *Prior NRSA Support* section on both the 2271 form and the PDF form, since it is not prior support.

Now, the Termination Notice (TN) form lists all NRSA support (paper and electronic) under the *Other PHS Service Obligation Support* section of the form.

Grant Number	From	To	ARRA
5T32NS007433-02	09/01/1999	08/31/2000	
5T32DA007241-14	06/01/2006	08/31/2006	
2T32EY007043-21	09/01/1998	12/15/1998	
5T32MH014654-28	06/01/2005	05/31/2006	

Figure 8: Termination Notice

Subprojects Will No Longer Display in xTrain

Previously, subproject information was displayed within xTrain as duplicate records on the *Trainee Roster* and *Grant Summary* screens. Now, subprojects are no longer displayed in xTrain.

Fixes

Commons

Budget End Date General Search Error

Previously, on the *Status, General Search* screen, records were retrieved that did not fall inside the **Budget End Date** range when doing a General Search by the **Budget End Date**.

The screenshot shows the eRA Commons interface. At the top, there is a navigation bar with links: Home, Admin, Institution Profile, Personal Profile, Status, eSNAP, xTrain, Links, eRA Partners, and Help. The 'Status' link is selected. Below the navigation bar, there is a 'Status' section with a 'General Search' link highlighted in a red box. To the right of the 'General Search' link is a 'General Search' form. The form has several fields: Grant Number, Type, Activity Code, Institution Code, Serial Num., Support Yr., and Suffix; Accession Number; Grants.gov Tracking #; PI Name (Last and First); Application Status (All); Budget Start Date (From and To); Budget End Date (From and To); and Organization Hierarchy (School, ALL, Division, Department). The 'Budget End Date' field is highlighted with a red box, showing a range from 03/11/2010 to 03/18/2010. There are 'Search' and 'Clear' buttons at the bottom of the form.

Figure 9: General Search Status Screen with Sample Budget End Date

Resolution

The General Search Status query function was updated so that the search results display records with the correct **Budget End Date**(s).

FCOI

Edit Financial Conflict of Interest (FCOI) Function Is No Longer Disabled

Previously, you could not edit certain fields on the Financial Conflict of Interest *Edit* screen.

Resolution

The FCOI system is updated to allow you to edit the previously un-editable fields on the Financial Conflict of Interest *Edit* screen. All FCOI and FCOI ASST users assigned for an institution receive the following email notification:

Financial Conflict of Interest Notification was just updated

xTrain

Prior NRSA Support and Total NRSA Support Showed Incorrect Data

Previously, when the user amended an amendment, the *Prior NRSA Support* section of the Statement of Training Appointment form of the newly created amendment showed both the original appointment and the amendment, but it should have only shown the amendment. In cases where there were multiple amendments, only the last amendment made should be displayed.

A similar situation existed when a user tried to terminate an amendment. The *Total Kirschstein-NRSA Support Under This Award* section of the Termination Notice (TN) previously showed the original **Appointment End Date** and the original **Stipend Amount** received. It was not showing the **Amended End Date** and the **Amended Stipend Amount**.

Resolution

The code is modified so now only the latest accepted amendment is displayed under the *Prior NRSA Support* section of the Statement of Training Appointment form and the amended End Date and amended Stipend Amount are displayed under the *Total Kirschstein-NRSA Support Under This Award* section of the Termination Notice.

Multiple Entries in Routing History Will No Longer Appear

Previously, on the *View Routing History* screen, multiple records of the same entry would occasionally appear.

Resolution

The xTrain system is modified so that the query used to fetch the Routing History information for a Trainee filters out repetitive records. Users running a Routing History query no longer see multiple records for the same history record.

Error When User Selected All Years on the Trainee Roster Screen

Previously, when a user selected **All Years** on the xTrain *Trainee Roster* screen, the system would display an error message if the query returned more result records than the system page limit allowed. The user was not able to page through the results to locate the desired support year.

Resolution

The maximum page length limit was removed from the **All Years** xTrain *Trainee Roster* search results screen. All search results display on the screen and you are able to page through the results to find the desired information.

Termination Notice Showed Incorrect Termination Date

Previously, when a Principal Investigator (PI) initiated a Termination Notice (TN) for an amendment and this amendment had the **Appointment End Date** set earlier than the original **Appointment End Date**, the **Termination Date** that was displayed on the Termination Notice would show the original **Appointment End Date** and not the amended **Appointment End Date**.

Resolution

Now, the xTrain Termination and Training Support query function retrieves the correct and latest **Appointment End Date** when a PI goes to initiate a TN for an amendment where the amendment has the **Appointment End Date** set earlier than the original **Appointment End Date**.

List of Grants Screen Displayed Incorrect PD/PI

Previously, there were cases when an incorrect Program Director/Principal Investigator (PD/PI) would be displayed on the xTrain *List of Grants* screen. The *List of Grants* screen would display the PD/PI for the latest year of the grant, and this was correct. The problem would arise if the latest year were not awarded yet. In this scenario the PD/PI of the grant that was not awarded is displayed, which was incorrect, since the system should only be showing awarded grants in xTrain.

Resolution

Now, the query used to display the PD/PI only shows the PD/PI of the latest awarded year of the grant.

Defects

eSNAP

All Personnel Screen Error

Currently, there is an error on the *All Personnel* screen in eSNAP when entering new personnel. When the user clicks the **Save & New** button, the current person is saved but his/her data is not cleared out for a new person to start. There is a **Clear** button on the screen and if that is selected all data is cleared and a new entry may be started.


The screenshot shows the 'Edit Business - All Personnel List' screen. At the top, there is a navigation menu with 'All Personnel' selected. Below the menu, there are instructions for listing personnel. The main form area contains several fields: 'Commons User ID' with a 'Pre-populate from Profile' button; 'First Name*', 'Middle Name', and 'Last Name*' text boxes; 'Last 4 digits of Social Security Number' (XXX-XX-XXXX) and 'DoB (MM/YY)' (MM/YY) fields; 'Degrees(s)' text box; 'Project Role*' dropdown menu; 'Supplement Support (if applicable)' dropdown menu; 'Months Devoted to Project*' with 'Calendar', 'Academic', and 'Summer' radio buttons; and an 'Other(Project Role)' text box. At the bottom of the form, the 'Save & New' and 'Clear' buttons are highlighted with a red box.

Figure 10: Edit Business – All Personnel List Screen

Project/Performance Site Screen Error

Currently, there is an error on the *Edit Business - Project/Performance Sites* screen in eSNAP when entering new personnel. When the user clicks the **Save & New** button, the current person is saved, but his/her data is not cleared out for a new person to start. Because there is no **Clear** button on the screen, the data must be cleared out manually. An alternate way to clear the data is to switch to a different screen and then back to the *Project/Performance Sites* screen.(See screen image on next page.)

Electronic Research Administration



eRA Commons
Sponsored by National Institutes of Health

Welcome llaimins
Institution: NORTHWESTERN UNIVERSITY
Authority: IAR PI [Log-out](#)

Version 2.25.01

Home
Admin
Institution Profile
Personal Profile
Status
eSNAP
Internet Assisted Review
xTrain
Links
eRA Partners
Help

Grant List
Manage eSNAP
Upload Science
Edit Business
Org Info
Project/Performance Sites
All Personnel
Research Subject
SNAP and Other Progress Report Questions & Checklist
Inclusion Enrollment

Edit Business - Project/Performance Site List [?](#)

Effective August 2008, Address line 3 and 4 will no longer be displayed on the eSNAP report and Grant Progress report. Please ensure all relevant data is contained within Address line 1 and 2.

Effective August 2008, Address line 3 and 4 will no longer be displayed on the eSNAP report and Grant Progress report. Please ensure all relevant data is contained within Address line 1 and 2.

* indicates required field

Project/Performance Sites Form

Name *	DUNS or DUNS + 4 *	Country *	Primary Project/Performance Site <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="UNITED STATES"/>	<input type="checkbox"/>
Address line 1	Address line 2	Address line 3	Address line 4
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City *	State *	Zip Code *	Congressional Districts *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
County	Province		
<input type="text"/>	<input type="text"/>		

Save & New

Figure 11: Edit Business - Project/performance Site List Screen