CLICK Grants Module - Frequent Errors

**Funding Proposal Smart Forms**

**Proposal Description and Contacts** Question 2.0 Principal Investigator

**Common Error:** When the Funding Proposal is created and is filled out by someone other than the PI, the person will lose edit rights when they choose the PI in Question 2.0

**Solution:** If you are filling out a Funding Proposal for the PI, add yourself to EDIT rights at the bottom of the page under **Proposal Access Rights Definition** before changing the PI name or else you will be kicked out of the Smart Forms

**General Proposals Information** Question 3.0 Indicate how the forms will be submitted to the Sponsor

**Common Error:** People are choosing the System-to-System selection in error

**Solution:** Only choose the Click Grants via Grants.Gov (S2S) choice if you are submitting a federal grant application directly through Click. **This choice does not apply to submitting the Funding Proposal as an approval form.**

Make sure you answer Adobe forms via Grants.Gov if you are submitting a federal grant through the Grants.Gov Workspace or Other for all other types of submission.

**Budget Smart Forms**

**General Budget Information** Question 5.0 Sponsor Budget Detail Level

**Common Error:** People are choosing the Full Details budget choice

**Solution:** Choose Per Period, Budget Category Totals