LEHIGH UNIVERSITY

LIRA Upgrade Summary: Huron Suite (10.1.1 → 10.5.8)

Revised Features and Processes in the Proposal Workspace

The following section describes notable process and visual changes in the LIRA proposal workspace. For a complete step-by-step process for entering data into the Proposal, Award, or Agreements workspaces, please refer to the LIRA Reference Guides.

PROPOSAL WORKSPACE

1. **Proposal home page** now displays:
   - Internal submission deadline AND the Application deadline
   - Number of PI "Certifications Complete" as "0 of 1" (before completion), and "1 of 1" (after completion).

2. **Proposal > Edit Funding Proposal > Budget Periods and Key Dates** smartform
   - Q6 requests "effort metric"
     i. Two options are available: Months or Percentage
     ii. The system will default to "**Months**" and should remain as months.
     iii. The Effort Metric will map to the Budget workspace (as discussed in #3 below).

3. **Proposal > Budget Workspace > <u>Personnel Costs</u>** smartform**:**
   - By selecting the "Edit" button, users will now enter effort using the "effort-months" measurement for each person listed in the Personnel Costs table.
   - Click "Save."
   - Then select the "Show Effort" button to display "effort-months" and "effort-percentage" per person, per budget period.
   - The shift to effort-months will:
     i. Effort-months will transfer directly from the LIRA proposal to the SF-424 form in the LIRA system-to-system proposal submission method.
     ii. Effort-months will map to the Lehigh internal Current & Pending
     iii. The use of person-months will allow for the removal of the effort-percentage from the Lehigh Internal Budget Template

Personnel Costs

Budget Summary

Period:	Period 1		Period 2		Period 3	
Start:	12/31/2026		12/31/2027		12/31/2028	**Budget Totals**
End:	12/30/2027		12/30/2028		12/30/2029	
Duration:	12.00		12.00		12.00	
Personnel Total:	$0.00		$0.00		$0.00	$0.00
Direct Total:	$0.00		$0.00		$0.00	$0.00
Indirect Total:	$0.00		$0.00		$0.00	$0.00
Grand Total:	$0.00		$0.00		$0.00	$0.00

Personnel Costs

Edit Show Effort	**Period:**	Period 1	Period 2	Period 3
	Start:	12/31/2026	12/31/2027	12/31/2028
	End:	12/30/2027	12/30/2028	12/30/2029
	Duration:	12.00	12.00	12.00
Person: Kelly Elsenbaumer Gerhart **Role:** PD/PI	**Salary:** **Benefits:** **Total:**	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00
Person: Susan Disidore **Role:** Co-PD/PI	**Salary:** **Benefits:** **Total:**	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00
Person: Sarah Riccaboni **Role:** Senior Personnel	**Salary:** **Benefits:** **Total:**	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00
Salary Cost Total: **Benefits Cost Total:** **Personnel Cost Total:**		$0.00 $0.00 $0.00	$0.00 $0.00 $0.00	$0.00 $0.00 $0.00

4. **Proposal > left column tabs > Post-Proposal Submission function**
   - The **Post-Submission Update** function was previously named **Just in Time (JIT).**
     (*NOTE: JIT is an NIH term. Post-Submission Update encompasses all sponsor required post-proposal changes.*)
   - Once the Post-Proposal Update has been marked as "submitted," LIRA updates the proposal state (orange box) back to Pending Sponsor Review.
     (*NOTE: Previously with the JIT function, the LIRA proposal status would revert to Award Expected.*)