

# Funding Data Capture Guidelines - JSON



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Version	Date	Summary
7.8	25 Sep 24	<p>Funding Body section adjusted FB core record without web presence may be in scope with at least one website that confirms FB information plus two funding investigation.</p> <p>Award scope added text for list of funders with exceptions.</p> <p>Data Requirements added Note that Award title is critical element and added minimums for Publication records; plus, that suppliers inform Elsevier when data omissions.</p> <p>Edited use of HIDDEN instruction – FB records to maintain visibility in database with INACTIVE status.</p> <p>Preferred organization name added compound name examples.</p> <p>Opportunity Region specific added if more than 10 countries capture countries information in the description property.</p> <p>Opportunity Applicant Type added Note: when stated opportunity is open for all career stages include values NEWFACULTY and DEGREE.</p> <p>Award person name table added J. T. example.</p> <p>Output Publication date omitted option for partial dates not allowed with current schema.</p>
7.7	26 Aug 24	<p>For handling FB records adjusted file transfers from email to Supplier Portal folders.</p> <p>Opportunity Grant Type added points to clarify determination; examples to show use more specific types compared to general value RESEARCH, for example: FELLOW overrules SCHOLARSHIP, SCHOLARSHIP overrules RESEARCH; shifted mid-career training, career development and professional development grants to TRAINING; and shifted publishing results of scientific research to RESEARCH.</p> <p>Opportunity Applicant Type value OTHER shift memberships to Member Only.</p> <p>Opportunity Location added text for omission of worldwide wording.</p> <p>Opportunity Restriction value MEMBERONLY clarify to include members, students, faculty, and employees.</p> <p>Awardee Affiliation capture Not available when not provided or link not indicated.</p> <p>Award name title added not required to create or edit an award title.</p> <p>Date fields added example for week- for deadline presented as a week, check the appropriate calendar days and use the last business day of the week (Friday).</p>
7.6	18 Apr 24	<p>Added publication outputs in general text for lists of record types.</p> <p>Funding Body removed capture of abbreviated name.</p> <p>Activity Type for GOVFED and GOVNON added bureau.</p> <p>In Relation type table partOf added used for Hierarchical Relation.</p> <p>In grantType FELLOW added grants for fellowship or fellows and in TRAINING added training for individuals.</p> <p>Affiliation identifier added UEI. Organization identifier added GRANTFORWARDSPONSORID.</p> <p>Common objects, Contact details postal address in addressLocality omit country.</p>
7.5	07 Feb 24	<p>Scope: deleted funding for research by Master and added PhD stipends for research.</p> <p>Homepage for bilingual FB capture.</p> <p>Expand training grants for educational and research training.</p> <p>Relation type: Change to capture reciprocal relation for partOf and hasPart.</p> <p>Relation for hasFunder clarified to capture parent first in order.</p> <p>Applicant type: In NEWFACULTY added examples for postdoctoral fellows and researchers, in DEGREE made two sentences and expanded definition for experienced researcher. Deleted sentence for degrees – supplier uses the Degree Requirement element to capture specified degrees.</p>

		Person awardee type: added option to capture more than one PI. Update award with current PI and capture previous PI as coPI. Investigate to complete correct country data.
7.4	19 May 23	Removed Award notice data from minimum requirement list. Added Names changes to FB Maintenance. Edited Hidden usage. Edited opportunity Status. Edited Applicant type -add PhD to Graduate, add postdoctoral individuals to NewFaculty, Degree to be stated in opportunity, and Other to include memberships or certifications. Included international equivalent in Degree requirements.
7.3	30 Mar 21	Removed resident text in chapter <i>Citizenship</i> Changed WOMAN to WOMEN in <i>Table 13</i> Values for Restrictions Clarified date description applications in <i>Table 24</i> Added examples to cycle and funder scheme type.
7.2	22 Dec 20	<ul style="list-style-type: none"> <li>* Updated <i>Examples of activities that are out of scope</i> in table in chapter <i>Opportunities and awards</i></li> <li>* Added section <i>Non-original source</i> in <i>Section 1 Introduction</i></li> <li>* Changed value in second bullet list in chapter <i>Open-call opportunities</i></li> <li>* Updated example in chapter <i>Opportunity duration</i></li> <li>* Removed misplaced example in chapter <i>License information</i></li> <li>* Placed misplaced example to chapter <i>Related Opportunity</i></li> <li>* Corrected heading in chapter <i>Opportunity classifications</i></li> <li>* Removed instruction regarding country codes in chapter <i>Opportunity location</i></li> <li>* Added paragraph regarding opportunity date types in chapter <i>Opportunity date</i></li> <li>* Updated section <i>Opportunity cycle</i>, including <i>Table 8</i> and text</li> <li>* Clarified text under <i>Figure 45</i> in chapter <i>Proposal date</i></li> <li>* Updated text in section <i>Decision date</i></li> <li>* Added section headings <i>Applicant type</i> and <i>Degree requirement</i> and updated <i>Table 11</i> in section <i>Individual eligibility</i></li> <li>* Updated bullet list in section <i>Region specific</i></li> <li>* Added paragraph regarding de-duplication in chapter <i>Introduction of Section 5: Awards</i></li> <li>* Clarified <i>Given name</i> in <i>Table 16</i> in section <i>Awardee person names</i></li> <li>* Updated <i>Table 20</i> in chapter <i>Contact details person</i></li> <li>* Updated chapter <i>Date fields</i> with use of <i>description</i> property</li> <li>* Added chapter <i>Text fields</i></li> </ul>
7.1	21 Aug 20	Edit FB maintenance to divide sheets for handling core and extended FB records
7.0	11 Mar 20	Release for production JSON format
6.6	9 Mar 20	Edit based on feedback from suppliers
6.5	31 Jan 20	Complete edit of draft
6.4	14-Jan-20	Completion of draft for review to product and operations
6.3	06-Jan-20	Review and address comments MB and LD
6.2	30-Dec-19	Reviewing MB
6.1	20-Dec-19	Adjust delivery of records from XML to JSON Edit Grant Warehouse (GWH) to Funding Data Manager (FDM) Creation, First Draft

## Review

Reviewed by	Department	Date
N. K. Yamini	Service and Supplier Development, Data Operations	25 Sep 24

## Approval

Approved by	Department	Date
B. Nayak	Data Operations, Funding	25 Sep 24

## Typing conventions

Emphasized words, such as *Proceedings*, appear in italics.

Names of documents, such as *Necessary Auxiliary Document* appear in italics.

Buttons and button combinations, such as **Ctrl+A**, appear in bold.

Names of files, objects, or servers appear in **bold**.

Names of properties, such as `fundingBodyId`, appear in monotype.

Values given to properties, such as "FRAGMENTID", appear in double quotation marks.

## Reference documents

- [ASJC Codes List](#)
- [Country Codes for Opsbank \(2 and 3 letters\)](#)
- [Data Delivery Instructions](#)
- [Funding Bodies Report](#)
- [Funding Data Reporting Requirements](#)
- [Language Codes \(2, 3, and 4 letters\)](#)
- [OpsbankII Country and UN M49 Region Codes](#)
- [SciVal NIH activity codes](#)
- [USA, Canada, and Australia Province/State Abbreviations](#)
- [Hydra Ingestion API](#)

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## Section 1: Introduction

This document contains data capture guidelines for the creation of Funding Data Manager (FDM) records of the following types:

- funding body (FB) records (both core and extended)
- opportunities
- awards
- publication outputs

All records are stored in FDM. Elsevier selected FB records whose website are scanned for opportunity, award, and publication output information by the supplier. That information is captured in separate records and linked to the associated FBs.

All records are created by the supplier and delivered to the S3 bucket where they are pulled and ingested by FDM.

### 1. Intended audience

Suppliers who create and maintain the FB (core and extended) records for the FDM and scan the websites of extended record FBs for opportunity, award, and publication output information are the intended audience.

### 2. Structure

The structure of this document is as follows:

- Section 1: *Introduction* describes the document and its structure, use of special characters, the intended audience, and typing conventions used in the document. The *Introduction* also describes how Elsevier uses funding data and the importance of accurate funding data capturing.
- Section 2: *Funding content scope* contains information on the scope of the content to be captured.
- Section 3: *Funding body* contains descriptions of and capture instructions for both the core and extended FB records.
- Section 4: *Opportunities* contains capture instructions for funding opportunities.
- Section 5: *Awards* contains capture instructions for funding awards.
- Section 6: *Publications* captures the published results of the awards.
- Section 7: *Common objects* contains capture instructions for common elements found in most schemas.

Except for *Introduction* and *Funding content Scope*, each section has its own table of contents.

### 3. Special characters

Capture special characters such as accents and ampersands (&) using Unicode UTF-8 codes. See chapter 93, *Special characters* for additional instructions.

### 4. Funding data use

Elsevier has created a comprehensive research funding database. This database is used for several Elsevier products, including **Funding Institutional**, **Mendeley Funding**, **SciVal**, **Expert Lookup**, **Pure**, and **Scopus**. The database is also used by analytics teams to perform customized funding data analysis.

Funding content selection is defined by Elsevier and is driven by the product needs and priorities. For an FB and its opportunities, awards, and publication outputs to be part of the Elsevier funding database it needs to be of strategic importance to Elsevier products and:

- fall within content scope, and
- satisfy data requirements.

The information described in Section 2: *Funding content scope* and chapter 9, *Data requirements* applies only to FBs for which an extended record is created.

## 5. Production

The supplier tracks and reports on funding data management as described in *Funding Data Reporting Requirements*.

When cases not described in the guidelines are found, such as unusual structures for FBs, opportunities, or awards, send an email message to PM with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com), with the subject line:

***Funding: (sup)- (Name of FB) – Query***

where *(sup)* is the supplier and *(Name of FB)* is the name of the FB in question. Describe the situation in the message. Elsevier handles these queries on a case-by-case basis.

## 6. Terms and descriptions

### **Funding body (FB)**

An organization that provides funding. Synonym for grant agency, funding agency, funder, or sponsor.

### **Core record**

Core records contain the minimum number of elements to capture an FB. Core records do not have opportunity or award records linked to them.

### **Extended record**

Extended records are core records enhanced to contain additional elements to capture more FB information. Extended records are created at Elsevier's request, and opportunity, award, and publication output records are linked to the associated FB.

## Section 2: Funding content scope

This section defines the scope for capturing funding content. There are four levels of content:

- Funding Body (core and extended records)
- Opportunities
- Awards
- Publication output

## 7. Funding Body

FB scope is defined by Elsevier and is based on product needs and priorities. The scope includes the points below for extended records.

### ***FBs are in scope if:***

- Funding is for research and development (R&D) in all research areas, including the arts and humanities, at graduate level and higher, and for development projects and social benefit programs that include research.

**Note:** For the arts and humanities undergraduate level funding is also in scope.

- Funding is available in a competitive process.
- The FB has a website presence that is freely available.

**Note:** An FB core record without a web presence may be in scope when there is evidence of funding, including at least one website that confirms FB information plus positive funding investigation from two locations, such as: article references, mentions in alternative websites that documents activities of the FB, references in research news, or citing's by authors within funding information or acknowledgements.

### ***Out of scope***

Additional handling of FBs that are out of scope is required, as described below:

When an FB is defined as out of scope by Elsevier, the supplier performs the following:

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- Status for all opportunities is changed to "INACTIVE"
- `hidden` property value for all opportunities is changed to "true"
- Supplier captures no content for opportunities, awards, or publication outputs for this FB

When a specific opportunity is defined as out of scope by Elsevier, the supplier performs the following:

- Status for the specific opportunity is changed to "INACTIVE"
- `hidden` property value for the specific opportunity is changed to "true"

When a specific award is defined as out of scope, the supplier takes no action until further notice from Elsevier.

## 8. Opportunities and awards

To ensure a high level of funding information relevance, Elsevier has defined the scope of the funding data that is to be captured, stored, and maintained in the FDM. The table below describes the data capture scope for opportunities and awards.

Information	Scope
Purpose of funding	<p>Funding for research and development (R&amp;D) in all research areas, including arts and humanities, at a graduate level and higher, and development projects which include research.</p> <p><b>Note:</b> Undergraduate-level funding is in scope for the arts and humanities. Social-benefit programs that do not include any level of research are not in scope.</p>
Funder	Funding from any public or private authority or organization that has funded an opportunity in the last two years and made no statement that they will stop funding.
Funding data sets	In scope if funding opportunities, awards, or research outputs are available.
Funding activities	<p><b>Examples of funding activities include, but are not limited to:</b></p> <ul style="list-style-type: none"> <li>• activities intended to finance R&amp;D</li> <li>• research grants</li> <li>• collaborative and co-operative agreements</li> <li>• fellowship and career development grants</li> <li>• travel grants to scientific conferences (including conference developing and hosting) and travel occurring in a general research context</li> <li>• funding for research by PhD, including scholarships and stipends related to R&amp;D</li> <li>• grants to build community or network for a specific research area</li> <li>• funding for equipment and facilities</li> <li>• monetary prizes for research or R&amp;D that require application or nomination</li> <li>• funding for R&amp;D indicated as subsidies</li> <li>• grants for educational and research training; for institutions to support research training for a cohort of researchers.</li> </ul> <p><b>Examples of activities that are out of scope:</b></p> <ul style="list-style-type: none"> <li>• internships, exchanges, mentorships, or residency trainings</li> <li>• bursary for other than research</li> <li>• undergraduate-level research (except for A&amp;H)</li> <li>• funding or scholarships for purposes other than R&amp;D related activities, such as funding for completing undergraduate, Master's or PhD. education; tuition and living costs (stipends or salaries) during studies; and loans</li> <li>• non-monetary recognition awards and prizes for accomplishments, such as medals and recognition certificates</li> <li>• career and job position advertisements (including intramural grants for the US)</li> <li>• social welfare grants</li> </ul>



Information	Scope
Funding content date range	<p><b>Opportunities:</b> From the moment the FB is included in the database, Elsevier captures all in-scope and open opportunities. Archived or expired opportunities are not captured. Opportunities that had been captured as "ACTIVE" and have since expired are updated to status "INACTIVE" and kept in the database for tracking and analytics purposes.</p> <p><b>Awards:</b> To ensure meaningful analytics, Elsevier captures awarded grants (awards) from selected FBs from 2009 to the present, unless otherwise indicated in the capture request and included in the list of funders with exceptions that are being reviewed periodically by Elsevier.</p> <p><b>Publication Outputs:</b> Elsevier stakeholders and project managers determine the scope for publication output funders on a case-by-case basis. Elsevier captures research outcome (publication output) from selected FBs from 2018 to the present, unless otherwise indicated in the capture request.</p>
Opportunity access	There must be access to application information or contact information for the opportunity.
Opportunity competition	The opportunity must be competitive (not a volunteer opportunity).

## 9. Data requirements

These data requirements apply to FB extended records and related opportunity and award records. The table below lists the minimum requirements for each type of record.

**Note:** These are minimum *source* requirements; but the schema requires more mandatory properties, which can be found in the data provided in *Hydra Ingestion API*, including the determinization of mandatory and optional properties or values.

Record	Minimum requirements
Funding body (extended record)	<ul style="list-style-type: none"> <li>• FB URL</li> <li>• FB name, address, and country</li> <li>• Description or mission</li> <li>• Generic URL(s) for opportunity or award capture, if available</li> </ul>
Opportunity	<ul style="list-style-type: none"> <li>• Opportunity URL</li> <li>• Title and short description</li> <li>• Funding type (for example, research grant or individual fellowship) <b>Note:</b> US FBs may use the terms <i>funding instrument</i> or <i>funding mechanism</i></li> <li>• Applicant eligibility criteria, include limited submission, if available</li> <li>• Expected funding amount, if available</li> <li>• Deadline, if relevant and specified</li> </ul>

Record	Minimum requirements
Award	<ul style="list-style-type: none"> <li>Award URL(s)</li> <li>Title Note: Title is not a mandatory element, but it is critical for Awards.</li> <li>Funding type (for example: research grant or individual fellowship) <b>Note:</b> US FBs may use the terms <i>funding instrument</i> or <i>funding mechanism</i></li> <li>Award start date</li> <li>Awarded amount and currency specified per award <b>Note:</b> In some cases, an exception is made for awards without amounts or currency, if awards from the same FB usually include this information.</li> <li>Awardee information: Principal Investigator(s) (PI) or institution name(s)</li> </ul>
Publication	<ul style="list-style-type: none"> <li>Publication URL</li> <li>Publication Title</li> <li>Author</li> <li>Source – Journal</li> <li>Identifier (for example: Such as , "DOI", "MEDLINE", "PUBMED", "PMC", "SCOPUSEID", "ISBN") Note: "DOI" is not a mandatory identifier, but it is critical for Publications.</li> <li>Related Award</li> <li>Related Funder</li> </ul>

For the extended records, Elsevier has a prioritized list of FBs in scope for content. Elsevier indicates the FBs for which opportunities, awards, and publication outputs must be captured.

**Note:** Contact Elsevier if minimum requirements for records are not available from the source during the initial start-up of data capture or when changes in source. Send an email message to PM with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com), with the subject line:

***Funding: (sup)- FB Source omission data requirements – (name)***

where *(sup)* is the acronym for the supplier and *(name)* is the FB name.

## 10. Data format

Elsevier prefers well-structured data sources that are suitable for efficient data capture. Structured data sources include extractable XML, CSV, XLS, and JSON files; APIs; or structured HTML data.

Elsevier prefers that data be captured by automation tools. Use automated data capture in every case possible. The supplier's analysis of new source(s) shall include assessment of completeness of the data in comparison with previous source(s).

**Note:** Contact Elsevier if a URL with better structure than that originally selected by Elsevier is found. Send an email message to PM with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com), with the subject line:

***Funding: (sup)- FB URL Query – (name)***

where *(sup)* is the acronym for the supplier and *(name)* is the FB name. When approved, the new URL is added in the FB fundingBodyDataset registry and in the *Funding Bodies Report*.

## Section 3: Funding body

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## 1. Introduction

An FB is an organization that manages and determines the distribution of funds. Funds are provided in various forms, such as research grants, training grants, fellowships, and awards. The FB may be an independent entity with its own sources of funding, or it may be related to another organization and receive funding from that organization.

## 2. Handling Funding Body Records

Elsevier provides a record creation spreadsheet to the supplier that contains FBs for which records are to be created. FB records are created and maintained by the supplier.

### 2.1 Create

FB records are created as requested by Elsevier. These new record requests are batched in an Excel *Core Record Creation* spreadsheet by Elsevier. This spreadsheet contains the basic information required by the supplier to create core records for the batch of FBs, including the populated mandatory and optional FB data. The *Core Record Creation* spreadsheet with the file name (*sup*)*NewCoreRecordDDMMYYYY* (where (*sup*) is the supplier name) is loaded in the Supplier Portal, FDM Funding Content and Reporting section, FB Edit, Creation Request, and Maintenance folder with a email notice sent to the supplier. The supplier confirms receipt of the batch by sending a reply to this email message. After delivering the batch to the FDM supplier will confirm with a second email containing the batch delivery dates and create ID for each requested FB records. The supplier shall maintain and include specific identification information in the notification (for example: OASC List numbers).

**Note:** The supplier is to set Alerts to monitor all the Supplier Gateway funding folders. Plus, status remarks shall be added in the folders' Description column to monitor the progress of these activities. Spreadsheet columns.

The *Core Record Creation* spreadsheet contains these columns:

#### **CrossRef identifier**

Identifier for CrossRef, if provided by Elsevier

#### **Validation remarks**

Remarks from the validating entity

#### **Preferred FB name**

Preferred organization name of the FB, see chapter 8, *Preferred organization name* for more information

#### **Language of Non-English Preferred Name**

Language of the preferred organization name if it is not English, see chapter 8, *Preferred organization name* for more information

#### **Acronym**

Acronyms of the FB name

#### **Language of the non-English acronym**

Language of the acronym if it is not English

#### **Alternate Name(s)**

Any alternative names found for the FB

**Language of Non-English Alternate Name**

Language of the alternative funding body name if it is not English

**Relation Type**

Relation type for this FB to other FBs, see chapter 17, *Related organizations* for more information

**Related Funding Body Name(s)**

FBs to which this FB is related

**Related Funding Body ID(s)**

IDs for any FBs related to this FB

**Home page**

URL of the homepage for this FB

**Derived From**

URL of an approved alternative website for the FB

**Country**

Country where the FB is located

**State or Province**

State for any FB found in Australia, Canada, or the United States of America

**Finance Type**

Type for the FB, see chapter 12, *Funding body finance type* for more information

**Activity Type**

The subtype for the FB, see chapter 13, *Funding body realized activity type* for more information

**Profitability Type**

Indication for an FB that is a profit or non-profit organization, see chapter 14, *Profit or non-profit*.

**Active Status**

Indication for an FB that is still actively providing funding or has closed

**Funding Information**

Information regarding the evidence of funding for an FB

**2.1.1 Preparation**

Before creating a new FB record, suppliers are expected to check that:

- FB data provided is accurate and complete by confirmation with the FB source URL.
- All mandatory elements are populated, see chapter 3.1.1, *Core record information* for more information
- No duplicates are created. To ensure this, the supplier checks:
  - FB batches received against those already being processed by the supplier (the pipeline)
  - If an FB is already in the *Funding Bodies Report* on the Supplier Gateway, these should not be captured again. The supplier reports this duplication by replying to the initial record creation email from Elsevier.
- For non-English FBs, capture the native language(s) of the FB and English, when provided in the record.

**2.1.2 Deliver records**

Records are created using the funding schemas and delivered per record or in batches to the S3 bucket. FDM pulls the content from this directory and ingests it.

Supplier questions regarding the creation of FBs are emailed to Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must begin with:

***Funding: (sup)- FB Creation Query***

where (*sup*) is the acronym for the supplier.

When the supplier has a delivery batch number, the subject line must begin with:

***Funding Data: (sup)- FB Creation Query - Batch ##***

where (*sup*) is the acronym for the supplier.

## **2.2 Extended record creation spreadsheet**

Elsevier provides an Excel spreadsheet to the supplier for an extended record creation request which includes the tier, opportunity, and award URLs. The spreadsheet is loaded in the Supplier Portal, FDM Funding Content and Reporting section, FB Edit, Creation Request, and Maintenance folder.

Elsevier emails a notice of the request for an extension record to the supplier, after loading the *Extended Record Creation* spreadsheet with the file name (*sup*)*ConvertCoreRecordsToExtendedRecordsDDMMYYYY*; where (*sup*) is the supplier name. This spreadsheet contains the information required to convert a core record to an extended record for a batch of FBs. The supplier confirms receipt of the batch by sending a reply to the original email message with a record delivery date.

Elsevier may also request an extended record through a request for validation. Elsevier emails a notice and loads a spreadsheet with the file name (*sup*)*ExtendedRecordsForValidationDDMMYYYY*; where (*sup*) is the supplier name. This record is requested for validation with the required information for an extended record for a batch of FBs. The supplier confirms receipt of the batch by sending a reply to the original email message and reports the validation results. Elsevier will then confirm the creation request.

### **FB record maintenance**

Record maintenance is required when requested by Elsevier or when the supplier identifies required changes.

#### **2.2.1 Request**

Elsevier requests FB record maintenance in a batch in the (*sup*)*EditsExistingFBRecordsDDMMYY* spreadsheet ; where (*sup*) is the supplier acronym and *DDMMYY* contains the date including the three-letter month name. The spreadsheet is loaded in the Supplier Portal, FDM Funding Content and Reporting section, FB Edit, Creation Request, and Maintenance folder. Maintenance requests from Elsevier can also request the addition of information such as relation types or acronyms to an FB record.

The (*sup*)*EditsExistingFBRecordsDDMMYY* spreadsheet usually contains three columns, additional columns are added as needed:

**Funding Body ID**

FB identifier

**Funding Body name**

Name of the FB

**Remarks - Type of edit to be made**

Edit required to the FB

The supplier confirms receipt of the batch and replies to the original email with a delivery date.

### 2.2.2 Identified

Suppliers create updates for FB records when an FB website change is identified or a main data capture source URL has changed. The supplier reports the updates or queries in the *FB Maintenance* spreadsheet. The supplier prepares *FB Maintenance* spreadsheets for the core FB and extended FB records including the opportunity, award, or publication output changes or queries. The spreadsheets are loaded in the Supplier Portal, FDM Funding Content and Reporting section, FB Edit, Creation Request, and Maintenance folder. A notice is sent to Elsevier with CC: <mailto:fundingoperations@elsevier.com>. The message subject line must begin with:

***Funding: (sup) –(Core/Extended) FB Maintenance ddmmyyyy***

where *(sup)* is the acronym for the supplier, *(Core/Extended)* indicates the type of maintenance sheet if specific for core FB or extended FB records, and *ddmmyyyy* is the day on which the spreadsheet is sent.

The *FB Maintenance* spreadsheet contains seven columns:

#### **Funding Body Name**

Name of the FB (or Sponsor) to be edited or for which there is a query

#### **Funding Body ID**

FB identifier or FB ID

#### **Area of Query**

List all area(s) affected: FB Core Record, FB Extended Record, Opportunities, and Awards

#### **Query or type of edit with recommendation**

Explain the query or type of edit to be completed. Include a comprehensive description of the analysis made that resulted in the recommended updates and resolution presented.

#### **Screenshots or examples**

Include screen shots, website examples, additional analysis, or supporting materials to validate the information.

If the information is too large to insert in the column, type "*see next sheet for additional information*" in the column, then add and label the information in a new worksheet.

#### **Confidence Factor**

Confidence factor (use: high, medium, or low) the supplier has for recommending the proposed change. High confidence indicates that the supplier is positive that the recommended update is correct. Medium indicates the supplier has concerns about the recommended update and low indicates the supplier is not confident the recommended update is correct.

#### **Elsevier Comment (Date)**

Feedback from PMD after review

Elsevier reviews the updates or queries with recommendations submitted by the supplier and returns the spreadsheet with the **Elsevier Comment** column completed.

When submitting a query for an extended FB, the supplier must check and report on the status of linked opportunities and awards as well as the FB information.

URL changes for items such as extensions, extra pages, and minor changes are not included in the spreadsheet if they are considered part of the approved FB or generic opportunity URL. These types of updates are considered part of standard supplier FB maintenance. For example:

- checking other locations in the website to see if funding information has moved
- trying various truncations of the URL address
- searching and selecting alternative menu options

The supplier must ensure that maintenance of the FB records includes a comprehensive review of the record, including verification and updating (if necessary) of relationships, opportunities, and awards.

**Note:** When creating a new record because of a name change or a replacement record, ensure that:

- Previous relations and active opportunities are carried over to the new record to prevent loss of data.
- Reciprocal relationships are validated between new and previous FB records.

### 2.2.2.1 Name Changes

For minor name changes or typos, shifts in word order, and punctuation corrections; plus, the User would use the same search key words/phrases to locate FB: the supplier recommends editing the Preferred Name and adds the previous name as an Alternative Name. For example:

*Steven G. AYA Cancer Research Fund to Steven G. Cancer Foundation*  
*Alabama Humanities Foundation to Alabama Humanities Alliance.*

For structure or major name changes, plus, the User would need new or alternative search words/phrases to locate FB: the supplier recommends creating a new FB record with the new name and uses the relation types as described in *Table 5*, with transfer of active opportunities to the new FB record with new name. For example:

*Corporation for National and Community Service to AmeriCorps.*

### 2.2.2.2 Evaluate scope

Extended record updates resulting in an FB name change must confirm that there is no change in scope. Changes that result in an FB ceasing to fund opportunities do not require an extended FB record. The update is done to create a new FB core record which includes a remark in the comment regarding the reason for the update, as shown in the example below:

***FB home page indicated a change in scope, FB discontinued funding when name changed from (previous FB name) extended to core, date (DD-MMM-YYYY).***

where *(previous FB name)* is the name of the FB before the change and *(DD-MMM-YYYY)* is the date of the change.

### 2.2.2.3 Stop capture request

Extended record updates resulting from an Elsevier request to stop capture of opportunities or awards must have the values in the required properties `awardDataset` with property `capture`, and `opportunityDataset` with property `capture` changed from "true" to "false". Add a remark in the `comment` property, see chapter 85, *Basic record information provenance*, regarding the reason capture was stopped as shown in the example below:

***Stop (type) capture per Elsevier request, date (DD-MMM-YYYY), (reason).***

where *(type)* indicates that opportunities, awards, or both are stopped, *(DD-MMM-YYYY)* is the date of the change, and *(reason)* is the reason for stopping capture.

## 2.2.3 Hide

When requested by Elsevier, the supplier uses the `hidden` property in the **Provenance** object to indicate that a record is no longer to be displayed in products and services, for example when an FB is invalid.. See chapter 85, *Basic record information provenance* for more information. See *Table 5* for descriptions of relation types.



### 2.2.4 Delete

Suppliers assign the "DELETE" value to the property `status` in the **Provenance** object to a record only when Elsevier requests it, see chapter 85, *Basic record information provenance*. A deleted record is no longer valid.

If during maintenance the supplier determines that an FB is no longer valid, an email is sent to Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must begin with:

***Funding: (sup)- Query - Invalid FB found***

where (*sup*) is the acronym for the supplier. Elsevier investigates the FB and replies by email.

**Warning:** Do not delete a record unless expressly requested to do so by Elsevier. Deleted records cannot be reactivated.

### 2.2.5 Deliver records

Maintenance records are delivered as described in Document name.

## 3. Record types

There are two types of FB records, *core records* and *extended records*. An FB can have only one record at a time and either record type can be created for an FB initially. Core records can also be updated to become extended records when required; this is requested by Elsevier.

**Note:** The supplier uses the JSON schema and data provided in the *Hydra Ingestion API* to determine the values of properties and which properties are mandatory or optional. If the *Hydra Ingestion API* shows an asterisk (\*) next to a property, it is mandatory. If there is no asterisk for the property, but the sub-properties within this property do contain an asterisk, these sub-properties are mandatory when the main property is used.

### 3.1 Core record

Core records are created to build and maintain a global list of funders. Core records contain a limited amount of information.

#### 3.1.1 Core record information

Core records may contain the following information, capture all found, mandatory information must be captured:

- FB ID (created by supplier, mandatory)
- Revision history (mandatory)
- Preferred organization name (mandatory)
- Home page or derived from (mandatory)
- Country (mandatory)
- State
- Finance type (mandatory)
- Activity type (mandatory)
- Profitability type
- Alternative FB names
- Acronym
- Related organizations
- Comment

### 3.2 Extended record

Extended records contain all the core record information and are extended with further data to capture awards, opportunities, and publications.

#### 4. Funding body ID

object	<b>FundingBody</b>
property	fundingBodyId

Property `fundingBodyId` contains the unique identifier for the created FB, using the range of IDs provided by Elsevier.

#### 5. Standard funding body record information

object	<b>FundingBody</b>
property	hasProvenance

All standard details for the FB records, such as the supplier details, status of the record, and the creation and update details are found in chapter 85, *Basic record information provenance*.

#### 6. Funding body home page

object	<b>FundingBody</b>
property	homePage

Property `homePage` is used to capture the FB website homepage URL. Not all FBs have a website. If the official FB website cannot be identified, an alternative website URL that documents activities of the FB may be captured.

Note: For a bilingual FB capture the root main domain name homepage URL.

#### 7. Funding body status

object	<b>FundingBody</b>
property	status
values	"ACTIVE" or "INACTIVE"

Property `status` is used to indicate whether an FB is active or inactive. "ACTIVE" indicates whether the funder is currently providing funding. "INACTIVE" indicates a past funder that is no longer providing funding or no longer exists. The default value is "ACTIVE".

#### 8. Preferred organization name

object	<b>FundingBody</b>
property	preferredName

Property `preferredName` contains the name of the organization for an FB record. The organization uses this name when presenting itself to the public. Usually, this name is the primary name used on the organization website.

In hierarchies, the preferred name is the smallest organizational unit providing funding. These smaller units are linked to the parent or higher-related organization(s) in a structured hierarchy. Many organizations do not have a structured hierarchy, so they do not have a parent or higher-related organization, see chapter 17, *Related organizations* for more information about hierarchy relations.

This property contains the object **StringWithLanguage**, see chapter 83, *String with language* for more capture information.

These additional rules apply for capturing content in `preferredName`:

- Ampersands are written as *and*.
- Prefixes such as *The* and suffixes such as *Inc.* are removed. Capture the official FB name as it appears in the source without suffixes or abbreviations, as shown in the examples below:

- The Elsevier Foundation is captured as Elsevier Foundation.
- The Lullaby Trust is captured as Lullaby Trust.
- The Gheens Foundation, Inc. is captured as Gheens Foundation.
- The names of centers, departments, or foundations within organizations that are not uniquely identifiable will be recorded together with the name of the parent organization as shown in the sample below:
  - Center for Creative Photography, University of Arizona
  - Department of Electrical and Computer Engineering, Boston University

### 8.1 Non-Roman alphabet names

When the preferred name of an FB is in a non-Roman alphabet, such as Greek, it is captured in the `alternateName` property. Capture the Roman alphabet version of the name if provided in the property `preferredName`.

## 9. Alternative funding body names

object	<b>FundingBody</b>
property	<code>alternateName</code>

The property `alternateName` contains alternative name(s) of the FB organization. If multiple alternative names are available, capture them all using a new **StringWithLanguage** object for each, see chapter 83, *String with language* for more capture information.

Alternative name examples include:

- English names for preferred FB non-Roman, non-English names (capture first if more than one Alternative)
- Non-English names for preferred FB English names
- Concise names for long and complex preferred FB names
- Accepted alternative spellings for a preferred FB name
- Corporate or official name variations for FB name (use the entire name, including prefixes and suffixes)
- Abbreviations for FB name
- Name used in publications
- Other synonyms for FB name
- Previous or former name of the FB

## 10. Acronym

object	<b>FundingBody</b>
property	<code>acronym</code>

Property `acronym` contains an acronym or multiple acronyms for the FB. If multiple acronyms are available, capture them all using a new **StringWithLanguage** object for each, see chapter 83, *String with language* for more capture information.

These additional rules apply for capturing `acronym`:

- When there is more than one acronym, select and capture first the one that corresponds to the preferred FB organization name.
- Capture additional acronyms after the first one, matching the relevant alternative FB name property.
- When an acronym is the full, official name of the FB, capture the acronym in the `preferredName` property. An example of an FB which an acronym as preferred name is SPIE, the international society for optics and photonics.
- Capture acronyms first with no periods, regardless of their appearance.

**Example:**

```
"acronym": [{"language": "en", "value": "CPO"}, {"language": "fr", "value": "KTA"}]
```

Table 1 contains examples of government FB acronyms.

**Table 1 - Acronym examples**

Agency Name	Capture format
National Institutes of Health	NIH
National Science Foundation	NSF
City University of Hong Kong	CityU
Fundación Mexicana para la Salud	FUNSALUD
Water Research Australia	WaterRA

**11. Abbreviated**

object **FundingBody**

property abbrevName

The property `abbrevName` contains abbreviated name(s) of the FB organization, using the object **StringWithLanguage**.

**This property is a legacy field and no longer used for data capture.**

**12. Funding body finance type**

object **FundingBody**

property `financeType`

Property `financeType` is used to capture the type of FB described. The captured values are described in Table 2.

**Table 2 - Values for property `financeType`**

Values for <code>financeType</code>	Description
"GOV"	Publicly-funded FB
"PRI"	Privately-funded FB

FBs can collect money from different sources. FBs are reviewed on a case-by-case basis and selection depends on the source of financing, for example:

Public funding comes from a Federal, State, or other public funding agency or organization, and are given the value "GOV" as they are funded by public money, for example:

- FBs that collect money from government sources, whether Federal, State, Regional, or International Governments.
- Universities can be private or public. Public universities are often referred to as a *State university* and are financed through government sources.

- Public foundations receive their funds from a variety of sources, such as fundraising activities, corporations, individuals, and other foundations. Most of the funds must come from a public source.
- Public companies or corporations have shares available to the general public in a stock market.

Private funding does not use public funds and may include grants, gifts, or donations from an identified private source(s), depending on the organization's mission, and are given the value "PRI" as they are funded by private money, for example:

- A private university that is not funded or operated by the government.
- Private foundations are normally endowed by an individual or family.
- Private companies are owned by a non-governmental entity, individual, or a group of individuals and does not offer or trade its stock in a stock market.

Indications about whether an FB type is publicly funded can be derived from the URL of the FB website. Use of the .gov and .mil domains, for example, is restricted to government entities and these are given the value "GOV". For other cases it is necessary to read through the description of an FB to decide.

### 13. Funding body realized activity type

object                      **FundingBody**  
property                    activityType

The property activityType contains the type of activity of the FB. The values are described in *Table 3*.

**Table 3 - Values for activitytype**

ID value	FB category	Descriptions
"ACADEM"	Academic institutions	Institution whose main activity is providing education, conducting research, and conferring degrees. These include both private and public educational institutions. Variations include <i>university, academy, college</i> , and (academic research) <i>institute</i> .
"ASSSOC"	Professional associations and societies	Professional association whose objective is to promote an academic discipline, advance a specific profession or the interests of individuals in that profession, or raise public interest in that profession. Variations include <i>body, organization, society, learned society, scholarly society</i> , and <i>academic association</i> .
"CORPOR"	Corporate companies, businesses, or industry	For-profit organization engaged in entrepreneurial economic activity and commercial operations at the national or international level. Variations include <i>company, business, enterprise, industry, corporation, franchise, practice, group</i> , and <i>consortium</i> .
"FOUNDA"	Public and private foundations, charities, and trusts	Non-governmental organization that provides funds and other types of support to organizations, individuals, or for its own charitable purposes. Variations include <i>charity, charitable trust</i> , and <i>non-profit corporation</i> .
"GOVFED"	Federal or national government	Governmental institution operating at a national level. Variations include <i>body, organization, agency, bureau</i> , and <i>department</i> .

ID value	FB category	Descriptions
"GOVNON"	Non-federal government or local government	Governmental institution operating at a sub-national level, such as state, province, region, or city. Variations include <i>body, organization, agency, bureau, and department</i> .
"RESINS"	Research institutes and centers	Research institute and centers (both profit and non-profit), <i>not related to academic activities</i> . Laboratories fall into this category.
"INTERN"	International organizations	Organization with international (multinational) membership. These include both intergovernmental organizations that are made up of sovereign states, such as the United Nations, and non-governmental, non-profit organizations that operate internationally, such as the International Committee of the Red Cross.
"ARCHIVE"	Libraries and data archiving organizations	Data libraries, data archives, or data repository organizations.
"OTHERN"	Other non-profit organizations	Other non-profit and non-governmental organizations that do not fall into any of the categories. Variations include <i>non-business entity</i> .

Supplier questions regarding FB or activity types are emailed to Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must begin with:

***Funding: (sup) (FB) (type) Query***

where ***(sup)*** is the acronym for the supplier, ***(FB)*** is the name of the FB, and ***(type)*** is finance or activity type. Elsevier investigates and replies by email.

## 14. Profit or non-profit

object                    **FundingBody**  
property                `profitabilityType`  
values                    "PROF" or "NONPROF"

Property `profitabilityType` is used to indicate whether an FB is a profit or non-profit organization. An explanation of the values is described in *Table 4*. If not provided by the source, do not use this property.

***Table 4 - Values for property `profitabilityType`***

ID value	FB category	Descriptions
"PROF"	Profit FB	A for-profit organization is an organization that aims to earn a profit.

ID value	FB category	Descriptions
"NONPROF"	Non-profit FB	A nonprofit organization (NPO) also known as non-business entity, not-for-profit organization, or nonprofit institution, is an organization that is not conducted or maintained for the purpose of profit. Nonprofits are tax-exempt or charitable. Usually this is clearly stated on the FB source, for example in the mission page, about section, or in the contact page.

## 15. Country

object                    **FundingBody**  
property                  country

Property `country` is used to capture the code for the country where the FB has its headquarters. Capture the 3-letter codes in lowercase from *Country Codes for OPSBANK (2 and 3 letters)*.

## 16. State

object                    **FundingBody**  
property                  state

Property `state` is used to capture the code for the state, province, or territory where the FB has its headquarters. For states or provinces in the USA, Canada, and Australia, use the codes in uppercase found in *USA, Canada and Australia Province/State Abbreviations*.

## 17. Related organizations

object                    **FundingBody**  
property                  relation

Organizations related to the FB are verified to confirm accurate relations and captured in property `relation` using the appropriate relation property, described in *Table 5*.

All FBs in a hierarchical relationship are captured and their relations to each other are captured as related organizations, as shown in the example below:

```
{ "fundingBodyId": 100012578, "preferredName": [ { "language": "en", "value": "Grasslanz Technology Limited" } ], "relation": { "partOf": [ 50100012578 ] } }
```

where:

- Grasslanz Technology Limited is the FB
- "100012578" is the Elsevier ID for Grasslanz Technology Limited
- "partOf" is the relation of the Grasslanz Technology Limited to the parent FB

**Note:** FB relations are listed and can be reviewed in the *Funding Bodies Report*.

### 17.1 Candidate funding body

To name and link an FB to another FB (for example, for a merger or to show a hierarchical relationship) using the `relation` property, the FB to be linked to must have a record in the FDM. If there is no existing record for the organization to be linked to, contact Elsevier and submit the candidate FB record in a spreadsheet to PMD at [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must begin with:

***Funding: (sup) - Candidate FB: (name) for Relation Query***

where (*sup*) is the acronym for the supplier and (*name*) is the name of the candidate FB.

## 17.2 Hiding related record

When Elsevier instructs the supplier to give one of the following values to an FB record for a related organization:

- `isReplacedBy`,

the FB that has one of the above relations gets the value "true" for property `hidden`, see chapter 85, *Basic record information provenance*.

## 17.3 Reciprocal FBs

When a record creation or edit request is received that requires the addition or change of a relation type, the supplier adds or changes the reciprocal `relation` to the second record involved. For example, if asked to create record X with relation `continuationOf` for record Y, the supplier also adds the reciprocal relation, `renamedAs` in record Y.

### 17.3.1 Missing reciprocal relations

If a reciprocal relation cannot be made for both FB records because one record is outside the supplier's collection, the supplier compiles a monthly spreadsheet of the records requiring relations that are not in their collection.

Spreadsheet columns:

- FB ID outside Supplier CMS
- FB `preferredName` outside Supplier CMS
- Missing reciprocal relation type
- FB `preferredName` within Supplier CMS
- FB ID within Supplier CMS
- Supplier Comments

The spreadsheet is emailed to Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must begin with:

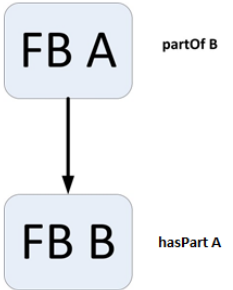
***Funding: (sup) (FB) Reciprocal Relation Query***

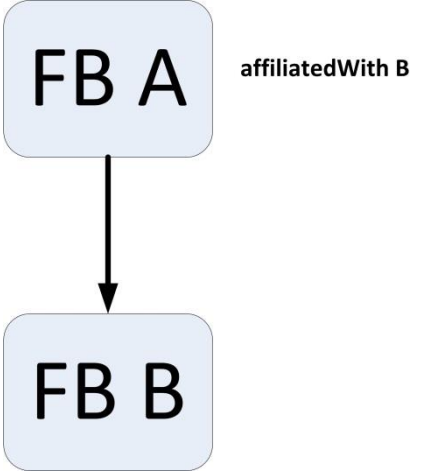
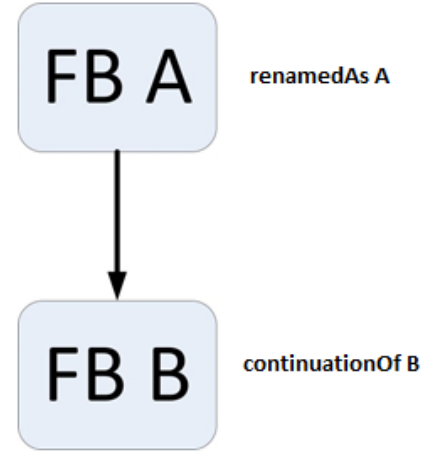
where (*sup*) is the acronym for the supplier and (*FB*) is the name of the FB.

Elsevier adds the change to the FB record in the *(SUP)EditsExistingFBRecordsDDMMYY*.

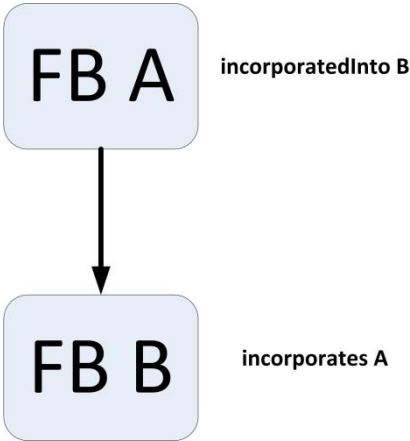


Table 5 - Descriptions of values for relation

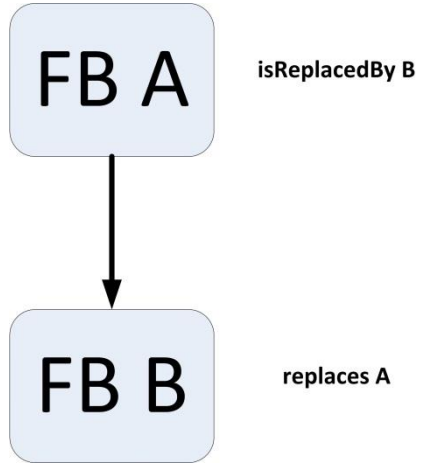
Relation	Description	Example	Note	Used for:	Visualization
<code>partOf</code>	<p><code>partOf</code> is used to indicate a hierarchical relation between two FBs. This can be expressed in a child-parent relation.</p> <p>When FB A is part of the larger FB B, whose structure is known to Elsevier, record FB A contains <code>partOf</code> B.</p>	FB A is a part of FB B	<p><code>partOf</code> should only be used when B is also an FB.</p> <p>A reciprocal relation indicating FB B as a parent of FB A is needed.  <code>hasPart</code> may be used as the reciprocal relation of <code>partOf</code>.</p>	Hierarchical Relation	
<code>hasPart</code>	<p><code>hasPart</code> is used to indicate a hierarchical relation between two FBs. This can be expressed in a parent-child relation.</p> <p>When FB B, whose structure is known to Elsevier, is parent of the smaller FB A, record FB B contains <code>hasPart</code> A.</p>	FB B is the parent of FB A	<p><code>hasPart</code> should only be used when A is also an FB.</p> <p>A reciprocal relation indicating FB A as a part of FB B is needed.  <code>partOf</code> may be used as the reciprocal relation of <code>hasPart</code>.</p>		

Relation	Description	Example	Note	Used for:	Visualization
affiliatedWith	<p>affiliatedWith is used to indicate a non-hierarchical relation between two FBs.</p> <p>If FB A is related to FB B, but it is not a part of the FB B hierarchical structure, or if the FB B hierarchical structure is unknown, record FB A contains affiliatedWith FB B.</p>	FB A is affiliated with FB B	A reciprocal relation indicating the relation of FB B to FB A is not needed.	Non-Hierarchical Relation	
renamedAs	renamedAs is used to indicate that there has been a name change to an FB, and that the old FB is continued under a new name.	FB A is renamed as FB B	<p>Old name (FB A) is an existing record.</p> <p>The old FB A record is as INACTIVE.</p> <p>Old FB A awards stay with FB A.</p>	Name changes	

Relation	Description	Example	Note	Used for:	Visualization
continuationOf	<p>continuationOf is used to indicate that an existing FB record has continued as a new FB record, expressing a link between a new FB ID and an existing FB ID in FDM.</p> <p>A new FB record contains continuationOf an existing old FB record.</p>	FB B is a continuation of FB A	Old name (FB A) is an existing record.		
mergedWith	<p>mergedWith is used to represent a combination of two or more FBs into one, where the two merged FBs will cease to exist and become a new FB.</p> <p>When two FBs (A and B) are merged to form a new FB C, record A contains mergedWith B, and incorporatedInto C; record B contains mergedWith A, and incorporatedInto C.</p>	FB A and FB B merge to become FB C	<p>In this unusual case, mergedWith is a reciprocal relation to incorporatedInto and mergerOf. Relation property incorporates is not used.</p> <p>The records FB A and FB B are INACTIVE.</p>	Merger of FBs	
mergerOf	<p>mergerOf is used to indicate an FB created when two FBs merge, creating one FB and for which the former FBs will be hidden.</p> <p>FB C is a mergerOf FB A and FB B.</p>	FB C is a merger of FB A and FB B	mergerOf is a reciprocal relation to mergedWith		

Relation	Description	Example	Note	Used for:	Visualization
<code>incorporatedInto</code>	<p><code>incorporatedInto</code> is used to indicate inclusion of an FB into another (larger) FB. As a result, FB A when incorporated into FB B, will no longer exist as its own FB, but continue under the name of FB B.</p> <p>When FB A is incorporated into FB B, record FB A contains <code>incorporatedInto</code> FB B and record FB B contains <code>incorporates</code> FB A.</p>	FB A is incorporated into FB B	<p><code>incorporatedInto</code> is a reciprocal relation to <code>incorporates</code>.</p> <p>The difference between <code>partOf</code> and <code>incorporatedInto</code> is that in the latter case, the FB incorporated into another FB ceases to exist as a separate entity.</p> <p>The record FB A is INACTIVE.</p>		
<code>incorporates</code>	<p><code>incorporates</code> is used to show that a (larger) FB has incorporated a (smaller) FB and the (smaller) FB no longer exists after incorporating into the (larger) FB.</p> <p>When FB B incorporates FB A, record FB B contains <code>incorporates</code> FB A and record FB A contains <code>incorporatedInto</code> FB B.</p>	FB B incorporates FB A	<code>incorporates</code> is a reciprocal relation to <code>incorporatedInto</code> .		

Relation	Description	Example	Note	Used for:	Visualization
splitInto	<p>splitInto is used to indicate that an FB is split and continues as two or more FBs.</p> <p>When there is a split of an FB A into FB B and FB C, record A contains splitInto B and splitInto C, and both records B and C contain continuationOf A.</p>	FB A split Into FB B and FB C	Reverse relation of mergedWith.	Splitting of FBs	<pre> graph TD     A[FB A] --&gt; B[FB B]     A --&gt; C[FB C]     B --- B1[splitFrom A continuationOf A]     C --- C1[splitFrom A continuationOf A]     A --- A1[splitInto B splitInto C] </pre>
splitfrom	<p>splitfrom is used to indicate that FB A is split and continues as two or more FBs.</p> <p>When there is a split of an FB A into FB B and FB C, records FB B and FB C contain splitfrom FB A. Both records FB B and FB C also contain continuationOf FB A.</p>	FB B and FB C split from FB A	Reverse relation of mergerOf.		

Relation	Description	Example	Note	Used for:	Visualization
isReplacedBy	<p>isReplacedBy is used to indicate that a record is duplicate to another record (the latter will stay active and open for maintenance, while the former will solely retain historical significance with no further maintenance).</p> <p>When FB A is replaced by FB B, record FB A contains isReplacedBy FB B. Record FB B contains replaces FB A.</p>	FB A is replaced by FB B	<p>A reciprocal relation isReplacedBy to replaces.</p> <p>The record FB A is hidden.</p>	Duplicate FBs	
replaces	<p>replaces is used to indicate that a record is an active substitute to its duplicate record.</p> <p>In case of two identical FBs, when the use of FB A is stopped in favor of FB B, record FB B contains replaces FB A, and record FB A contains isReplacedBy FB B.</p>	FB B replaces FB A	A reciprocal relation replaces to isReplacedBy.		<p><b>Note:</b> These two relations are only used by the supplier when requested by Elsevier for duplication corrections.</p>

## 18. Attached datasets

object	<b>FundingBody</b>
property	registry
sub-property	fundingBodyDataset, opportunityDataset, awardDataset, publicationDataset

The property `registry` contains the information regarding datasets attached to an FB record. When a record has been extended by Elsevier request, it contains the required `opportunityDataset`, `awardDataset` and the `publicationDataset`. Every record contains the `fundingBodyDataset` with more information regarding the FB record.

### 18.1 Funding body dataset

property	<code>fundingBodyDataset</code>
sub-property	<code>collectionCode</code> , <code>extended</code> , <code>tier</code> , <code>source</code>

The property `fundingBodyDataset` contains all additional information regarding the FB. The property `collectionCode` contains the code for the supplier that captured the data for the FB record. The property `extended` is Boolean, with value "true" indicating that the record is extended by Elsevier request. The default value is "false". The property `tier` indicates the Elsevier-provided tier for an FB record, the default is "4". The property `source` contains the object **MasterRecordSource**, see chapter 88, *Master record source* for more information.

#### JSON example:

```
"fundingBodyDataset": {
  "collectionCode": "SUP001",
  "extended": false,
  "source": [
    {
      "captureEnd": "2020-10-23T13:29:04.177Z",
      "captureStart": "2019-10-23T13:29:04.177Z",
      "comment": "string",
      "frequency": "SIGNAL-BASED",
      "name": "NIH Website",
      "status": "ACTIVE",
      "url": "https://grants.nih.gov/funding/"
    }
  ],
  "tier": 1
}
```

#### 18.1.1 Tier info

The property `tier` contains one of the values "1", "2", "3", or "4" to indicate the tier assigned to this FB. Elsevier assigns the FB tier. Tier 4 is used for core FB records. Changes in the tier information are made at the request of Elsevier.

### 18.2 Opportunity dataset

property	<code>opportunityDataset</code>
sub-property	<code>capture</code> , <code>collectionCode</code> , <code>source</code>

The property `opportunityDataset` contains all information regarding the opportunities that are related to this FB. The property `capture` is Boolean, with value "true" indicating that opportunities are being captured for this FB. The default value is "false". The `collectionCode` contains the code for the supplier code capturing the opportunity data for the FB record, the default value is "NOTSPECIFIED". The property `source` contains all information regarding the opportunity capturing in object **MasterRecordSource**, see chapter 90, *Master record source* for more information.

If a URL is not working, the supplier takes immediate action as part of standard FB maintenance to find a new URL for monitoring and capture of opportunities.

If no opportunities are found at a previously active URL, the supplier searches for alternative URLs within the same domain name, as shown in the example below:

#### Non-working URL:

<http://www.paul-mellon-centre.ac.uk/fellowships-and-grants/opportunities/season/spring-2018>

#### Replacement working URLs:

<https://www.paul-mellon-centre.ac.uk/fellowships-and-grants/individuals>

<https://www.paul-mellon-centre.ac.uk/fellowships-and-grants/institutions>

### 18.3 Award dataset

property                `awardDataset`

sub-property           `capture, collectionCode, source`

The property `awardDataset` contains all information regarding the awards that are related to this FB. The property `capture` is Boolean, with value "true" indicating that awards are being captured for this FB record. The default value is "false". The `collectionCode` contains the code of the supplier code capturing the award data for the FB record, the default value is "NOTSPECIFIED". The property `source` contains all information regarding the award capturing in object **MasterRecordSource**, see chapter 90, *Master record source* for more information.

### 18.4 Publication dataset

property                `publicationDataset`

sub-property           `capture, collectionCode, source`

The property `publicationDataset` contains all information regarding the publications that are related to this FB. The property `capture` is Boolean, with value "true" indicating that awards are being captured for this FB record. The default value is "false". The `collectionCode` contains the code of the supplier code capturing the publication data for the FB record, the default value is "NOTSPECIFIED". The property `source` contains all information regarding the publication capturing in object **MasterRecordSource**, see chapter 90, *Master record source* for more information.

## 19. Organizational identifiers

object                   **FundingBody**

property                `identifier`

sub-property           `type, value`

The property `identifier` is a container property for referencing other organizational identifiers. The property `type` has the following values:

- CROSSREFID (ID that matches with a record in the Crossref database, list supplied by Elsevier)
- GRID (not in use)
- ROR (not in use)
- ISNI (not in use)
- WIKIDATA (not in use)
- USEIN (United States/Employer Identification Number)
- CHARITYREGISTRATIONNUMBER
- ABN
- GRANTFORWARDSPONSORID



The EIN is a nine-digit taxpayer identification number in the United States. This number is generally listed in the following format: 00-0000000 or 000000000 and is captured when available. Capture the number as nine digits without any other characters (000000000).

The property `value` contains the referencing ID from the entity names in the `type` property.

### Example:

```
identifier[{
  "type": "CROSSREFID", "value": "1000000001"},
  {"type": "GRID", "value": "grid.431093.c"},
  {"type": "ROR", "value": "021nxhr62"},
  {"type": "ISNI", "value": "00000000119587073"},
  {"type": "WIKIDATA", "value": "Q304878"},
  {"type": "USEIN", "value": "411868372"},
  {"type": "GRANTFORWARDSPONSORID", "value": "36539"}
}]
```

## 20. Vat Number

object	<b>FundingBody</b>
property	<code>vatNumber</code>

The funder-specific VAT number is captured in the property `vatNumber` when found in the source.

## 21. Funding body description

object	<b>FundingBody</b>
property	<code>description</code>

The property `description` contains a description of the FB activities and its mission statement. The property contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information.

The description preferably includes information about the FB, its activities, and possibly the vision and mission of the organization. It may tell the story of the organization, including the reason why it was created, what they do, how they do it, and why they do it.

The mission statement (or *Our mission*, *Mission*, or *Mission statement*) can usually be found on the organization website in pages that describe the organization. FBs may use the other terms, such as *our goal*, *the goal*, or *the aim* of the organization for their mission statement.

Do not capture the title, heading, or paragraph titles of this section, as shown in the examples below:

## 21.1 Description examples

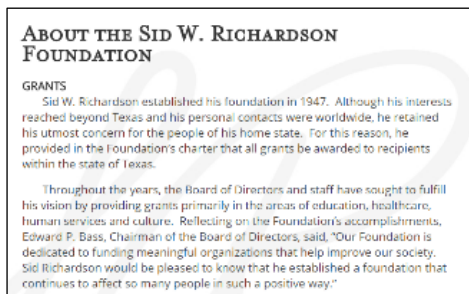


Figure 1 - Sid W. Richardson Foundation

Capture the text from "Sid W. Richardson established his foundation in 1947..." The title "About the Sid W Richardson Foundation" and the paragraph title "Grants" are not captured in the text field.

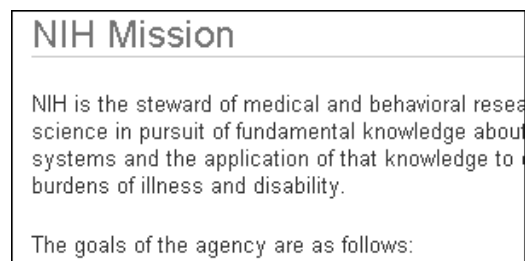


Figure 2 - The NIH Mission Statement

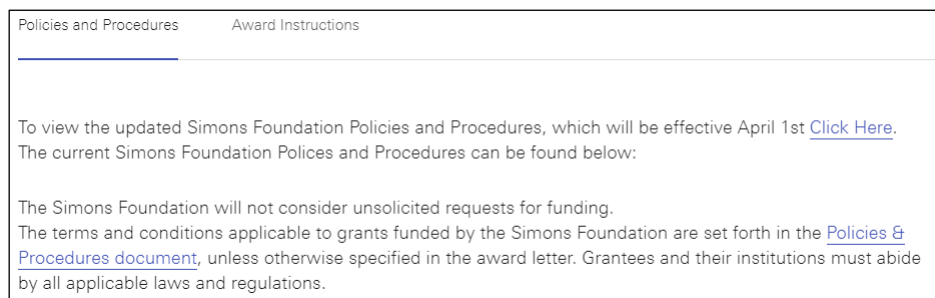
## 22. Funding policy

object	<b>FundingBody</b>
property	<b>fundingPolicy</b>

The property `fundingPolicy` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*, to capture information about funder-specific funding policies. This property contains information on the funding policy of an FB. This can be referred to as *grant policy*, *research strategy*, *research policy*, and *proposal guide*. This information can be quite long, especially for government agencies. Capture the introduction part of the policy, or if relevant information is available elsewhere, capture that instead.

**Figure 3- NIH Grants Policy: capture the introduction paragraph text**

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**Figure 4 - Example with hyperlinks that must be removed.**

## 23. Award success rate

object	<b>FundingBody</b>
property	awardSuccessRate
sub-property	description, percentage

When an FB makes information on award success rates available, it is captured in `awardSuccessRate`. An award success rate is the percentage of successful grant applications out of all grant applications for an FB. This information is captured in the property `description` using the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*. The percentage can be given for all opportunities of the FB combined or for each grant category. Capture only a combined percentage in the `percentage` property in `awardSuccessRate`.

When information on multiple years is given by the FB website, success rates for the most recent year are captured. When the award success rates are provided by the FB in a range, the lower boundary of the range is captured, for example:

*award success rate = 30/35%*  
capture: 30%

If an FB links to an external website for its success rates, send an email to Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must begin with:

***Funding: (sup) (FB) - External website success rates Query***

where **(sup)** is the acronym for the supplier and **(FB)** is the FB name. PMD will review and indicate whether the external link can be used for `awardSuccessRate` information.

**Note:** The award success rates of a parent FB are not used for the records of related child FBs.

### 23.1 Award success rate example

## 24. Organization information

NIH Institutes / Centers	Mechanism / Funding Source	Activity Code	Number of Applications Reviewed	Number of Applications Awarded	Success Rate	Total Funding <sup>4</sup>
Roadmap	Other - Direct	UL1	2	0	0.0%	\$0
Roadmap	Other - Direct	Mechanism Total	103	26	25.2%	\$35,989,998
All NIH	RPG, Other, Superfund		67,641	13,590	20.1%	\$5,199,704,826

Figure 5 - NIH gives award success rates for all grant categories combined.

object **FundingBody**  
 property establishment  
 sub-property country, description, establishmentYear

Property `establishment` contains the information about how, when, and where an FB organization was founded. The property `country` contains the country where the funder was established. Capture the 3-letter codes in lowercase from *Country Codes for OPSBANK (2 and 3 letters)*. Capture the description of the FB establishment in the property `description` using the **StringWithLanguageAndSource**, see chapter 84, *String with language and source*. The property `establishmentYear` contains the year when the FB was founded.

### Examples of establishment information:

<b>Our History</b>	The Ford Foundation was established on Jan. 15, 1936, with an initial gift of \$25,000 from Edsel Ford, whose father Henry, founded the Ford Motor Company. During its early years, the foundation operated in Michigan under	<b>FORD FOUNDATION 70</b> VIEW OUR INTERACTIVE
<b>Our Leadership</b>		
<b>From the President</b>		

Figure 6 - The Ford Foundation: capture "1936".

In 1847, a group of leading physicians founded The New York Academy of Medicine as a voice for the medical profession in the metropolitan area. The Academy	<b>Historical Timeline</b> <a href="#">View a timeline</a>
---	---

Figure 7 - The New York Academy of Medicine: capture "1847".

## 25. Funding body contacts

object **FundingBody**  
 property contactInformation  
 sub-property hasPostalAddress, link

Property `contactInformation` contains contact information for the FB. Capture the FB URL that points to contact addresses in `link`. The property `hasPostalAddress` contains object **PostalAddress**, see chapter 88, *Contact details postal address*, for contact address capturing instructions.

## Section 4: Opportunities

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## 26. Introduction

*Funding opportunities* is the term Elsevier uses generally to describe research funding. Funding is usually distributed amongst researchers through a competitive process, in which potential research projects are evaluated and the most promising projects are given funding.

Funding varies in type, scope, size, and amount. The most common types of funding are: financial payment, training, fellowships, prizes or awards, and access to equipment or facilities. Governments, corporations, universities, or foundations are the primary organizations responsible for allocating and managing the funds available to researchers.

As with the other content types, the supplier uses the JSON schema and data provided in the *Hydra Ingestion API*, including the determinization of mandatory and optional properties or values. If the *Hydra Ingestion API* shows an asterisk (\*) next to the property, it is mandatory. If there is no asterisk for the property, but the sub-properties within the property do contain an asterisk, these sub-properties are mandatory when the main property is used.

### 26.1 Non-original source

Content captured from the original source. If an FB posts content on an external website, Elsevier must be notified and provide consent to the supplier before the external site can be used as a source for content capturing. The Supplier sends this information in an email to PM with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line of the message must begin with:

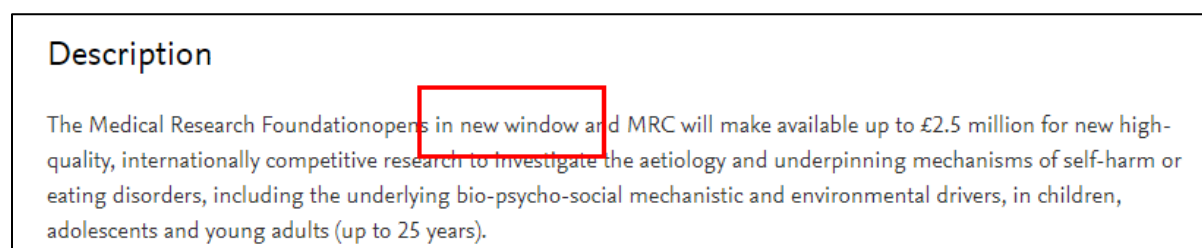
***Funding: (sup) FB -External Source Query (name)***

where (sup) is the acronym for the Supplier and (name) is a brief name of the FB. If approved by PM, Elsevier will inform the Supplier and request updates to be submitted.

### 26.2 Editing opportunity text

Suppliers edit opportunity text to eliminate errors in text or confusing or overlapping information. For example, if the description and eligibility criteria have duplication of some information, the supplier edits the text to avoid duplicate data capture entries.

Capture hyperlinks as regular text to avoid problems as shown in *Figure 8*. The supplier edits text (adding or deleting words) to address the text from the hyperlink.



***Figure 8 - An example of a captured hyperlink leading to incorrect text "opens in new window".***

### 26.3 Multiple opportunities

Opportunity descriptions containing more than one available opportunity are captured as separate opportunities, except for *Grants.gov* opportunities. The supplier edits the information to create a record for each of the opportunities described, as shown in *Figure 9*.



**Available funds and eligibility**

Up to £2.5M is available to support high quality pilot studies and research grants submitted to this call. The Medical Research Foundation is the majority funder of this call and a registered charity and as such its funding is not subject to FEC and therefore applications will be awarded at 63% FEC. Decisions will be taken in November 2018.

- *Research Grant:* awards may be for up to three years and up to £500,000 Medical Research Foundation/MRC contribution. The normal MRC research grant application process and policies will apply. Please see the standard [MRC guidance for applicants](#) for detailed information. Proposals should comprise focused research projects that will increase our understanding of self-harm and/or eating disorders, with clear rationale, hypotheses and study design building on current research.
- *Proof of principle / pilot awards:* awards may be for up to two years and up to £250,000 Medical Research Foundation/MRC contribution. Proposals should aim to initiate new scientific partnerships across disciplines and new research activities, focused on discovery science. The award could be used in a variety of ways to develop new research e.g. developing new networks or achieving scientific strength through links between and within universities in the UK; progressing a new area and delivering new scientific insights which may lead on to larger future proposals. Please see the [application details and guidelines for the pilot grant case for support](#) for further details.

**Figure 9 – An opportunity description containing two separate opportunities, Research Grant and Proof of Principle/pilot awards.**

## 26.4 Co-funded opportunities

Opportunities containing more than one funder are captured for each extended FB separately with the information available at each FB URL. The opportunity information must clearly state that it is co-funded as shown in *Figure 10*. Co-funder information must also be captured as the related FB to complete the opportunity information.

**Note:** Do not capture a separate opportunity if the co-funder opportunity information is only presented as a URL linking back to the original FB opportunity.

### **Joint UK-China Low Carbon Manufacturing Call**

**Call type: Invitation for proposals**

**Closing date: 16:00 on 19 June 2018 (UK/China time)**

**Funding Available:** up to £3.3 million is available from EPSRC and up to 3 million RMB per project will be available to Chinese applicants from NSFC

**Figure 10 – An opportunity co-funded by EPSRC and NSFC.**

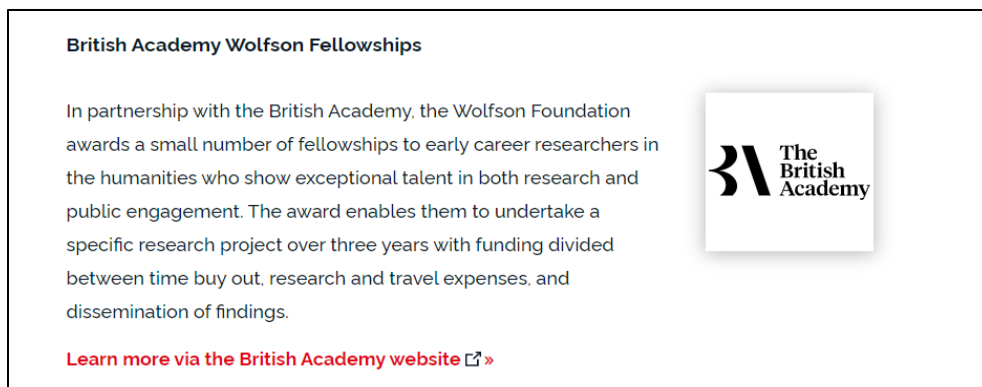
### 26.4.1 Co-funded opportunities redirected

When the co-funded opportunity directs the user to one of the co-funders for most of the details, ensure that data captured provides that co-funder location.

Use the property `description` to capture a description of the opportunity. Include the text or create and add a sentence to show redirection to another URL, for example: "For details on the opportunity go to the co-funder website".

#### **Example:**

Capture: In partnership with the British Academy, the Wolfson Foundation awards a small number of fellowships to early career researchers in the humanities who show exceptional talent in both research and public engagement. The award enables them to undertake a specific research project over three years with funding divided between time buy out, research and travel expenses, and dissemination of findings. Learn more via the British Academy website.



**Figure 11- A redirected co-funded opportunity**

## 26.5 Inactive opportunity URL – technical reasons

The supplier monitors the FB URL used to list opportunities. This URL is received from Elsevier or found by the supplier. The supplier loads this URL into a monitoring tool(s) in order to find new opportunities as they are listed.

**Note:** This URL contains a list of opportunities for an FB. Do not confuse this URL with separate URLs for each opportunity.

If the FB-listed opportunities URL becomes inactive for technical reasons, such as FB loading updates, website redesign or construction, migration to a new site, or reorganizations; the supplier is expected to search for a replacement URL from the FB to use for monitoring. If no new FB listed opportunities URL can be found in three months, the supplier sends an email message Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must read:

**Funding: Technical Inactive OPP URL for capture DDMMYYYY**

Elsevier evaluates whether to continue monitoring the FB on a case-by-case basis. Elsevier informs the supplier regarding this decision and requests an update to the record. If a request to stop capturing is given, the supplier adds **No valid URL available for Opportunity capture. Capture discontinued on DDMMYYYY** in the `comment` property in the object **Provenance**, see chapter 85, *Basic record information provenance*.

**Note:** Data capture is only stopped when requested by Elsevier.

## 27. Open-call opportunities

General statements about potential funding on FB websites are in scope for capture as open-calls or ongoing opportunities. If FB websites contain information that clearly communicates an offer of funding, but do not have a specific call or announcement section, opportunities are still captured.

The following types of information in the website would indicate an ongoing opportunity:

- Funder states distribution of valid, in-scope funding or grants
- Funder recognizes awardees or awarding of funding or grants
- General contact information is available for an expression of interest

A general, on-going, open-call opportunity is captured with the basic information available. Use general terminology for the record, for example:

- For opportunity title, capture these cases as the: **(FB) Grant**, **(FB) Opportunity**, or **(FB) Award** where **(FB)** is the FB name followed by **Grant**, **Opportunity**, or **Award**, based on the description in the source text. Choose the phrase that most closely aligns with the wording used on the FB page; when in doubt, use **(FB) Opportunity**.
- For opportunity dates, use the value "ONGOING".
- For opportunity estimated funding and award ceiling amounts, leave the properties related to funding amounts empty.
- For application information – if a specific application section is not available, use funding contact information provided, if not available then capture from the general FB contact page, contact details, or email information.

General open-call opportunities must be reviewed at least annually for changes.

## 28. Opportunity record ID

object	<b>Opportunity</b>
property	grantOpportunityId

Property `grantOpportunityId` is created and assigned by suppliers as the unique Elsevier identifier for the opportunity.

## 29. Funding body opportunity ID

object	<b>Opportunity</b>
property	fundingBodyOpportunityId

Property `fundingBodyOpportunityId` is used to capture the unique identifier number given to the opportunity by the FB. If the FB does not publish an ID, a number, code, or other identifier for the opportunity, use the value "Not available" in the property `fundingBodyOpportunityId`.

## 30. Standard opportunity record information

object	<b>Opportunity</b>
property	hasProvenance

All standard details for the opportunity records, such as the supplier details, status of the record, and the creation and update details can be found in the object **Provenance** description in chapter 85, *Basic record information provenance*.

## 31. Status

object	<b>Opportunity</b>
property	status
values	"ACTIVE" or "INACTIVE"

Property `status` is used to indicate that an opportunity is open for applications or if any applicant related activities (for example: applicants can view a recurring opportunity, a decision is pending, or opportunity is placed on-hold). The opportunity status "ACTIVE" is used when the opportunity due date or applicant related activities are in the future (one day after the capture of the opportunity or later). Opportunities that are captured on their due date or with a past dates are given status "INACTIVE". If the due date has passed an opportunity status has to reflect this change.

- **Note** If multiple deadlines are found for a record, and only one is expired, do not flag the opportunity as "INACTIVE". The opportunity only becomes "INACTIVE" when all deadlines have expired.
- Opportunities that are "ONGOING" or "NOTSPECIFIED" for the due date must be kept "ACTIVE" until the sponsor changes the status on the website.

31.1 Opportunity status examples

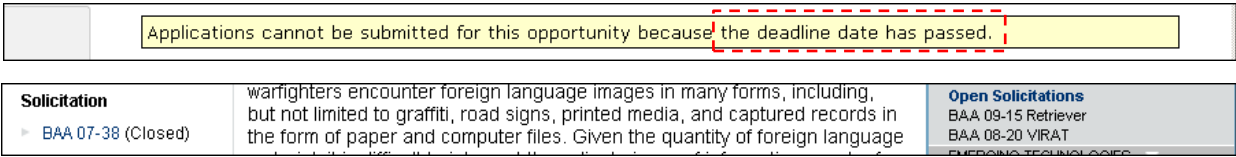


Figure 12 - These two websites show that the opportunity deadline has passed.

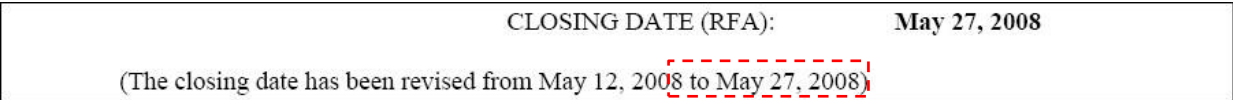


Figure 13 - In revisions, capture the new closing date.

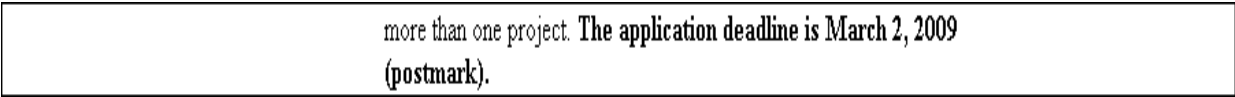


Figure 14 - Application must be postmarked by deadline.

32. Opportunity name

object	Opportunity
property	title

Property title contains the object **StringWithLanguage**, see chapter 83, *String with language*, for more information. Capture the opportunity title as found in the FB source.

**Note:** If an opportunity title begins with the indication of the number of awards such as "2x Post-doc Research Fellowships...", remove the 2x or other equivalent of number of awards from the opportunity title. The number of awards is captured in property numberOfAwards, see chapter 36, *Number of awards* for more information.

33. Opportunity record source

object	Opportunity
property	homePage

Property homePage contains the object **Homepage** which is used to capture the record source information using the properties link, publishedDate, and modifiedDate. See chapter 86, *Home page details* for more capturing details.

34. Opportunity type

object	Opportunity
property	grantType

Property grantType contains only the opportunity type that is distributed by the funder in a structured manner. The default category is the value "RESEARCH".

Tips for identifying the correct opportunity type:

- Often the title informs you of the opportunity type.
- If the opportunity or its title contains a matching term in the table below, such as *fellowship*, *fellow*, *publishing*, *program*, *scholarship*, or *travel*, this is a strong indication of the opportunity type.

- Read the eligibility and synopsis of the abstract completely to get a full understanding of the opportunity and its type.
- When a specific type can be identified that takes priority over use of the general value: RESEARCH.  
For example: for a research fellowship use value: FELLOW, a research training use value: TRAINING, research scholarship use value: SCHOLARSHIP, or research equipment use value: FACILITIES.
- For NIH grants, the grant type can also be determined by activity codes.
  - Research grant activity codes begin with *R*, training grants with *T*, fellowships with *F*, research, training, and postdoctoral awards with *K*, program opportunities with *P*, and cooperative agreements with *U*.
  - As some activities are associated to multiple types, check this table and ensure that the types are associated accordingly: [http://grants.nih.gov/grants/funding/ac\\_search\\_results.htm](http://grants.nih.gov/grants/funding/ac_search_results.htm).

An individual opportunity can fall into multiple categories. Only one opportunity type can be captured here, capture the value that best matches the opportunity.

#### Example:

- AABB-Future Leader Transfusion Medicine and Biotherapies *Fellow Scholarship Awards Program* – use value: FELLOW
- *PhD Scholarships and Opportunities – PhD Opportunity* - The Australian Wildlife Society Research Conservation Awards. The award is open to students enrolled in Masters or Doctor of Philosophy degrees who are undertaking a *research project*. .... – use value: FELLOW
- Visiting *Fellow*. The *scholarship* enables members to ... learn new *research* – use value: FELLOW.
- About the Miles Franklin Literacy Award...dollars to this premier Australian literary prize since 2004....– use value: PRIZE.
- *Research Program*. Fisheries This project aims to support *National Fisheries Authority* to develop commercial *tilapia production* in peri-urban areas and reservoirs of PNG by *investigating technical* bottlenecks, farmer's needs and socio-cultural aspirations, market opportunities, and *data needs for the sustainable management* of pond and *reservoir-based fish farming* ...indicates reference to *small business* – use value: INNOVATION.

To support the determination of type, check that the subject area of the opportunity is identifiable in the relevant elements, such as: Subject Matter, Synopsis, Keywords, ASJC codes, or Funder Scheme type.

**Table 6 - Values for property grantType**

Value for grantType	Description
"ARTISTIC"	Grants for activities related to arts  <b>Note:</b> Use the specific grant types for Arts & Humanities subject areas, for example, an A&H scholarship is under Scholarship.
"CLINICAL"	Assistance to enable clinicians to carry out clinical trials for the development of novel therapies, interventions, and diagnostics; focusing on healthcare needs
"COMMUNITY"	<ul style="list-style-type: none"> <li>• Grants for development and improving communities</li> <li>• Development of rural areas</li> <li>• Development projects in developing countries</li> </ul>
"CONTRACT"	Research-related business contracts

Value for grantType	Description
"COOP"	<ul style="list-style-type: none"> <li>• An agency is actively engaged through the award lifetime in a cooperative agreement</li> <li>• An interagency agreement between government agencies and departments or organizations that defines cooperative work between them</li> </ul>
"FACILITIES"	<ul style="list-style-type: none"> <li>• Grants for equipment for scientific research</li> <li>• Grants for building a facility</li> <li>• Grants for using a facility</li> <li>• Use of laboratory facilities</li> </ul>
"FELLOW"	<ul style="list-style-type: none"> <li>• Postdoctoral or PostDoc opportunities</li> <li>• Funding for Research by PhD</li> <li>• Funding for doctoral or PhD</li> <li>• Grants for fellowship or fellows</li> <li>• Fellow or fellowship indicated in title or descriptions</li> </ul>
"INNOVATION"	<ul style="list-style-type: none"> <li>• Grant that encourages domestic small businesses to engage in Federal Research or Research and Development that has the potential for commercialization.</li> <li>• Grant allows small businesses to explore their technological potential, and provides the incentive to profit from its commercialization</li> <li>• SBIR/STTR mechanisms (US)</li> </ul>
"NETWORK"	<ul style="list-style-type: none"> <li>• Grant to support development, hosting, or travel to a scientific conference</li> <li>• Compensation of travel expenses (research-related)</li> <li>• Science-related visits</li> <li>• Building research networks</li> </ul>
"PRIZE"	Monetary prizes
"PROGRAM"	<ul style="list-style-type: none"> <li>• Long-term multidisciplinary program of research and development</li> <li>• Research programs</li> </ul>
"RESEARCH"	<ul style="list-style-type: none"> <li>• Research project grants</li> <li>• Standard grants (US terminology)</li> <li>• Formula grants</li> <li>• Grants for publishing results of scientific research</li> </ul>
"SCHOLARSHIP"	Grants for a scholarship where funding is provided for research purposes. Scholarship indicated in the title or description (excluding FELLOW points).
"TRAINING"	<ul style="list-style-type: none"> <li>• Grants for educational and research training</li> <li>• Grants for individuals or institutions to support research training for a cohort of researchers</li> <li>• Mid-career training grants for individuals</li> <li>• Career development grants for individuals (excluding FELLOW points)</li> <li>• Professional development grants</li> </ul>

## 35. Funder scheme

object	<b>Opportunity</b>
property	<code>funderSchemeType</code>

Property `funderSchemeType` is used to indicate the type of funding provided by the funder for this opportunity as stated in the opportunity announcement. Supplier captures the original funder text or description that is used to determine the set, specific categories used in `grantType`. Check funder scheme type may be the program area, program title, category, or a section heading description that identifies the type of funding provided by the funder for the opportunity.

### Example:

```
"funderSchemeType": "Standard Research Grant"
```

```
"funderSchemeType": "Product development and applied research"
```

```
"funderSchemeType": "Postdoctoral Fellowship Awards"
```

```
"funderSchemeType": "Global development initiatives"
```

General Information

Document Type: Grants Notice

Funding Opportunity Number: NAP-AX-18-003

Funding Opportunity Title: Leading Edge Acceleration Projects (LEAP) in Health Information Technology

Opportunity Category: Discretionary

Opportunity Category Explanation:

Funding Instrument Type: Cooperative Agreement Grant

Category of Funding Activity: Health

Category Explanation:

Expected Number of Awards:

CFDA Number(s): 93.245 – Leading Edge Acceleration Projects (LEAP) in Health Information Technology

Cost Sharing or Matching Requirement: No

Original Closing Date for Applications

Current Closing Date for Applications

Estimated Total Program

Figure 15 Funding scheme type as provided by the funder

36. Number of awards

object	Opportunity
property	numberOfAwards

Property `numberOfAwards` contains the expected number of awards for the opportunity. This may also be the estimated number of awards. If a range is given rather than a single number of awards, capture the maximum number.

Property `numberOfAwards` can only contain positive integers.

Funds Available and Anticipated Number of Awards. The NIH has committed \$2 million total costs in FY 2009 to fund 4-8 applications in response to this FOA. Budget and Project Period. The total project period for applications submitted in response to this funding opportunity may not exceed two years. Direct costs of

Figure 16 - Capture the maximum number of awards: 8.

Estimated Number of Awards: 20 to 25

Figure 17 - Capture the maximum number of awards: 25.

Funds Available and Anticipated Number of Awards. The NICHD intends to commit \$4,752,000 in total costs to support this program in FY 2009. It is anticipated that up to 10 awards may be made.

Figure 18 - Capture the maximum number of awards:10.

37. Opportunity duration

object	Opportunity
property	duration
sub-property	description, durationExpression

The property `duration` contains the duration of the funded research project. The entire project duration is captured, regardless of the mention of any project phases.

The property `durationExpression` captures the grant duration in the form of the data type duration. The time interval is specified in the following form: *PnYnM* where:



- *P* is the period (required)
- *nY* is the number of years
- *nM* is the number of months

**Example:**

Property `durationExpression` describing grant duration of five years is written as: *P5Y*.

Property `durationExpression` describing a year and a half (18 months) is written as: *PIY6M*.

• **Budget and Project Period.** The total project period for an application may not exceed five years. Direct costs are limited to \$440,000 per year.   
 • **Eligible Institutions/Organizations.** Institutions/organizations listed in [Section III.4.4](#) are eligible to apply.

**Figure 19 - An NIH opportunity with a duration of 5 years (P5Y).**

candidates. The program provides two-year grants of up to \$80,000 for research projects commencing July 1 of the award year. The grants are made to the awardees' institutions for the direct support of their

**Figure 20 - An NYAM Edwin Beer opportunity with a duration of 2 years (P2Y).**

**Note:** If an opportunities states "The fellowship provides 3 years of funding with an optional 6-month extension for specific cases", capture the duration as 3 years.

Property `description` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information. Capture the expected duration of the project or activity that will be funded and the URL that points to the webpage containing the duration information.

### 38. Repeating opportunity

object	<b>Opportunity</b>
property	<code>repeatingOpportunity</code>

Property `repeatingOpportunity`, uses the Boolean values "true" or "false", the default is "false". This property is used to indicate that the opportunity is repeated on a regular basis.

### 39. Subject matter

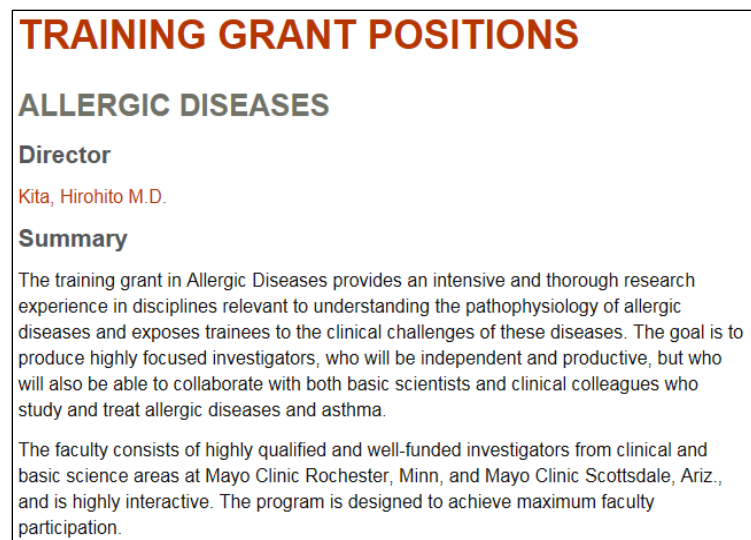
object	<b>Opportunity</b>
property	<code>subjectMatter</code>

Property `subjectMatter` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information. Property `subjectMatter` contains a description of the intended research field or research topics extracted from the synopsis, keywords, or text found in the opportunity. The data captured in `subjectMatter` must be complete and concise to ensure correct subject assignment by Elsevier.

**Note:** If you cannot easily find the subject matter in the opportunity announcement, refer to other areas of the FB information, such as *FB mission statement*, *FB Strategy*, or the corresponding CFDA category.

### 39.1 Subject matter examples

Capture the sections indicated in the example captions.



*Figure 21 - Capture the text beginning "The training grant in Allergic Diseases" and ending with "clinical challenges of these diseases." as the subject matter.*



*Figure 22 - Capture the text "painting and sculpture".*

## 40. Synopsis

object	<b>Opportunity</b>
property	<code>synopsis</code>

Property `synopsis` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information. Property `synopsis` contains a description of the funding opportunity identifying the exact goal of the opportunity focusing on the research objectives. FBs use different names for synopses, such as *Research objectives*, *Description*, *Purpose*, *Abstract*, and *Summary*.

**Note:** If synopsis information cannot be found in the sections listed above, check sections such as *background*, *additional information*, *eligibility*, *executive summaries*, *application*, or *applicant descriptions* to find synopsis information.

**Note:** For opportunities captured directly from *Grants.gov*, capture the *Grants.gov* URL for this opportunity in the sub-property `source`. Unless there is a provided attachment 'Link to Additional Information'.

## 40.1 Synopsis capture

### NIH Purpose Descriptor

The *Funding Opportunity Purpose* section of the *Overview Information* provides the exact information for an application on the funding opportunity. Capture the *Funding Opportunity Purpose* section in the `description` property for all NIH opportunities.

### NSF Program Description

Capture the full "Program Description" of the funding announcement section. Capture the "Synopsis of Program" only within the general information section for all NSF grant opportunities.

### CDC FOA Purpose

Capture the "FOA Purpose" found in part 1 of CDC opportunities in sub-property `abstract`.

## 41. Application instructions

object	<b>Opportunity</b>
property	<code>instruction</code>

Property `instruction` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*, for more information. This property contains the description of application instructions for the funding opportunity. FBs use different names for instructions, such as *Application information*, *Application instructions*, *How to apply*, or a general *Contact section*.

The captured URL should refer to an FB webpage with the application instructions.

## 42. Keywords

object	<b>Opportunity</b>
property	<code>keyword</code>

Property `keyword` contains the object **StringWithLanguage**, see chapter 83, *String with language*, for more information. This property is used to capture keywords as defined in the opportunity announcement. Keywords normally reflect the main research topics that the funding opportunity covers. FB can also refer to *tags*, *topics*, *categories*, *areas*, and *subjects*.

### Example:

```
"keyword" : [
  {"language" : "en", "value": "data science"},
  {"language" : "en", "value": "transdisciplinary research"}]
```

## 43. License information

object	<b>Opportunity</b>
property	<code>licenseInformation</code>

Property `licenseInformation` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*, for more information. Some FBs require that Elsevier cite the FB license when using their data in a commercial product. Use property `licenseInformation` to capture information attributing the data to the FB. Capture all data in the available fields.

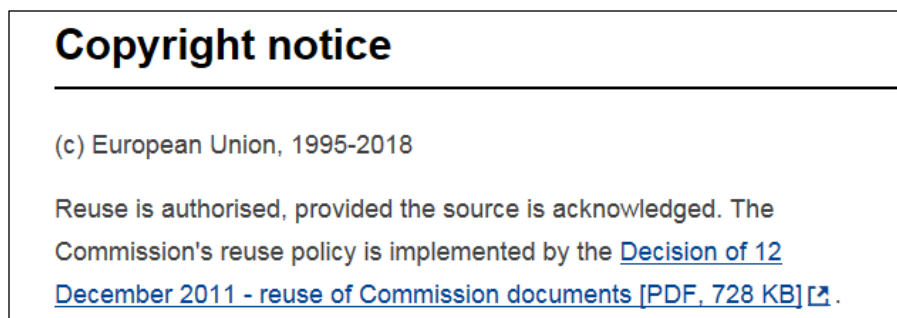
**Example:**

Figure 23 - European Union Commission legal notice.

## 44. Related funding body

object	<b>Opportunity</b>
property	<code>relatedFunder</code>
sub-property	<code>hasFunder</code> , <code>leadFunder</code>

A funder is the FB in the opportunity record that has written the funding opportunity announcement and is responsible for the contents of the announcement, review of applications, and awarding the funding.

In most cases, there will be one distinguishable FB for a single opportunity, but sometimes there are several FBs working together to offer an opportunity, or one FB that is a sub-organization within a larger funding organization.

### 44.1 Hierarchy

The property `relatedFunder` has two sub-properties that show the hierarchy: `hasFunder` and `leadFunder`. In `hasFunder`, all IDs are captured from FBs, including the lead funder, that contribute to an opportunity. In the `leadFunder` only the FB that administers or coordinates the selection process or budget is captured.

**Note:** When there is only one related FB, capture it in `leadFunder`.

Opportunity announcements do not always list the lead and component FBs specifically. When they do, capture the lead and component FBs as they are listed. Related FBs may be called by different names, such as *partner organizations*, or *participating institutions*.

When opportunities do not clearly identify the lead FB, use the information below to identify the lead FB.

FBs can be a lead FB even when they are `partOf` another organization, in these cases:

- If funding is provided by only one organization which is part of another organization, capture this FB as the lead.
- If funding is provided by multiple departments that are part of another organization, capture the parent funder as the lead and the remaining organizations as components.

In a group of hierarchically related FBs, identify the higher-related organization or parent FB as the first `hasFunder`.

In a group of hierarchically unrelated FBs, identify the lead FB using these instructions in this order:

1. If identifiable, capture the main funder as lead.
2. Use the owner of the source URL from the *Funding Bodies Report* as the lead FB.
3. Use the first FB indicated in the opportunity announcement as the lead FB.

**Example:**

```

"relatedFunder" : {
  "leadFunder" : {"fundingBodyId": 100000002},
  "hasFunder" : [
    {"fundingBodyId": 100000001},
    {"fundingBodyId": 100000002},
    {"fundingBodyId": 100000003}]
}

```

**Single FB example:**

*Figure 24 - Single related funding body in an NEH opportunity.*

**Multi FB Example:**

*Figure 25 - Multiple related FBs in an NIH opportunity.*

**45. Related Opportunity**

object	<b>Opportunity</b>
property	relatedOpportunity
sub-property	relatedTo, replacedBy, replaces

Opportunities can be related to each other; this occurs mainly when expired opportunities are replaced by new announcements. Another possibility may be one funding announcement that is available in multiple ways, such as a funding opportunity for one research topic, but available to different applicants depending on if they are interested in the topic for training, research, or career development. Property `relatedOpportunity` contains the properties `relatedTo`, `replacedBy` and `replaces` that indicate the different possible relations as explained in *Table 7*.

*Table 7 - Descriptions of values relatedOpportunity*

Property	Description	Example
<code>replaces</code>	Indicates that the opportunity record is replacing another opportunity record.	Opportunity A "replaces" opportunity B
<code>replacedBy</code>	Indicates that a funding opportunity record has been replaced by another opportunity record.	Opportunity B "replacedBy" opportunity A

Property	Description	Example
<code>relatedTo</code>	Indicates a relationship between opportunities.	Opportunity A "relatedTo" opportunity B Opportunity B is "relatedTo" opportunity A

If the funder webpage does not explicitly mention the relationship or replacement of an opportunity, do not use the `relatedOpportunity` property.

Look for terms such as *reissue*, *replaces*, or *replacement* in the opportunity page, often in the header or footer of the web page.

Property `relatedTo` is used when related opportunities are explicitly mentioned in the opportunity, look for terms such as: *companion funding opportunity*, or *related announcements/opportunities*.

Funding Opportunity Title	Novel Technologies for Rapid and Sensitive Biomonitoring in Humans (R43/R44)
Activity Code	R43/R44 Small Business Innovation Research (SBIR) Grant - Phase I, Phase II, and Fast-Track
Announcement Type	Reissue of RFA-ES-12-004

Figure 26 - Example of *replaces* and *replacedBy*.

It is possible that there is a parent opportunity from which a child opportunity is issued for a limited period or for a specific purpose. Use `relatedTo` to link the child opportunities to the parent opportunity.

Funding Opportunity Title	NEI Clinical Vision Research: Clinical Center Grant (UG1)
Activity Code	UG1 Clinical Research Cooperative Agreements - Single Project
Announcement Type	New
Related Notices	<ul style="list-style-type: none"> <li>May 10, 2017 - New NIH "FORMS-E" Grant Application Forms and Instructions Coming for Due Dates On or After January 25, 2018. See <a href="#">NOT-OD-17-062</a>.</li> <li>March 1, 2017 - Notice of Change in the Expiration Date for PAR-14-099. See Notice <a href="#">NOT-EY-17-004</a>.</li> <li>NOT-OD-16-004 - NIH &amp; AHRQ Announce Upcoming Changes to Policies, Instructions and Forms for 2016 Grant Applications (November 18, 2015)</li> <li>NOT-OD-16-006 - Simplification of the Vertebrate Animals Section of NIH Grant Applications and Contract Proposals (November 18, 2015)</li> <li>NOT-OD-16-011 - Implementing Rigor and Transparency in NIH &amp; AHRQ Research Grant Applications (November 18, 2015)</li> <li>June 4, 2014 - Notice <a href="#">NOT-14-074</a> supersedes instructions in Section III.3 regarding applications that are essentially the same.</li> </ul>
Funding Opportunity Announcement (FOA) Number	PAR-14-099
Companion Funding Opportunity	<a href="#">PAR-14-097</a> , (UG1) Clinical Research Cooperative Agreements - Single Project <a href="#">PAR-14-098</a> , (UG1) Clinical Research Cooperative Agreements - Single Project <a href="#">PAR-14-100</a> , (UG1) Clinical Research Cooperative Agreements - Single Project <a href="#">PAR-14-096</a> , (U10), (UG1) Cooperative Clinical Research – Cooperative Agreements

Figure 27 - Example of *relatedTo*.

All five opportunities shown in the example have the same `relatedTo` link to each other.

All properties contain the object **RelatedOpportunityWithDescription** with the properties `description`, `fundingBodyOpportunityId`, `grantOpportunityId`, and `title`. Property `title` contains the object **StringWithLanguage**, see chapter 83, *String with language* for more information. In `description` capture the description text that refers to the opportunity relation. Capture the ID of the related opportunity defined by the FB in `fundingBodyOpportunityId` and the Elsevier ID for the opportunity in `grantOpportunityId`.

Example:

```
"relatedOpportunity" : {
  "relatedTo":      {"grantOpportunityId": 300119766,
  "fundingBodyOpportunityId":"18-574", "title" : [{"language" : "en", "value" :
  "opportunityTitle"}], "description": "This opportunity is related to Solicitation 18-574"}
```

46. Opportunity classifications

object	Opportunity
property	classification

Property `classification` contains the object **Classification** which contains classification types and codes for the opportunity. See chapter 91, *Classification* for more information.

47. Opportunity associated amount

object	Opportunity
property	associatedAmount

This property `associatedAmount` contains all the information related to the monetary amount to be granted in this funding opportunity. This property contains the properties `ceiling`, `description`, `estimatedTotal`, and `floor`.

47.1 Award ceiling

property	ceiling
----------	---------

Property `ceiling` contains the maximum amount of money awarded for a research project. It may be awarded to an organization or an investigator. When the maximum amount for each year is the only amount listed, capture that amount.

The property `ceiling` contains the object **AmountWithCurrency**, see chapter 89, *Amount with currency* for more information.

47.1.1 Award ceiling examples



Figure 28 - This opportunity has an award ceiling of \$300000.

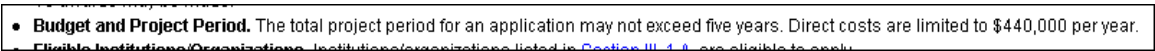


Figure 29 - An NIH opportunity with an award ceiling of \$440000.

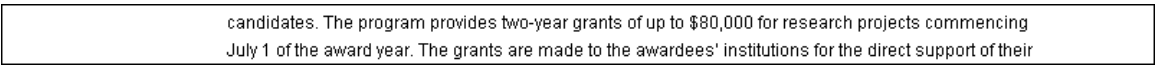


Figure 30 - Edwin Beer Fellowship with an award ceiling of \$80000.



## 47.2 Amount description

property                      description

The property `description` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*, for more information. In this property the `description` of the financial and non-financial benefits for the awardee are captured. These can include benefits such as *a travel grant, publishing costs are covered, living expenses are covered, transportation costs are covered*. In `source` capture the webpage where the amount description of the opportunity is found.

### 47.2.1 Amount description examples



Figure 31 - Sample Translation Fund.

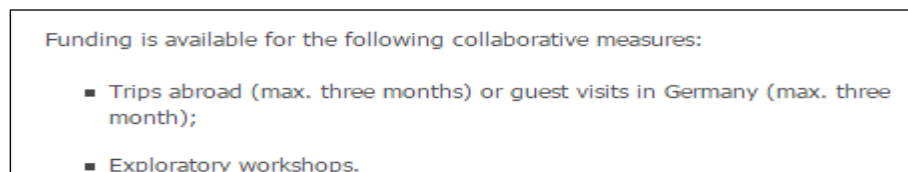


Figure 32 - German Research Foundation.

## 47.3 Award estimated total

property                      estimatedTotal

Estimated funding is defined as the total amount of money the FB has available for the total number of anticipated awards for the opportunity. Property `estimatedTotal` contains the digits representing the funding total.

The property `estimatedTotal` contains the object **AmountWithCurrency**, see chapter 89, *Amount with currency* for more information.

### 47.3.1 Estimated funding examples

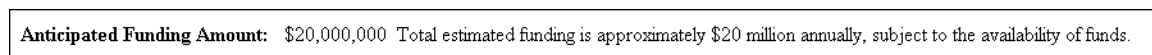


Figure 33 - Total estimated funding is \$20000000.

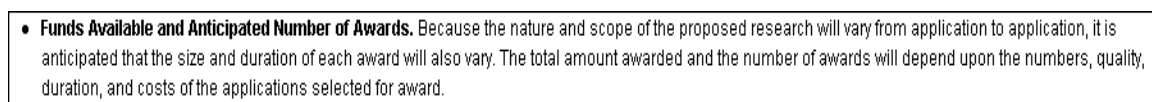


Figure 34 - No estimated funding is indicated, do not use property `estimatedTotal`.



## 47.4 Award floor

property floor

Property `floor` contains the minimum amount of money awarded for a research project or that the opportunity will

• **Funds Available and Anticipated Number of Awards.** A total of up to \$3 Million in Direct Costs is available, contingent on the availability of funds. It is anticipated that three (3) renewal applications will be made, contingent on upon the availability of funds and the submission of meritorious applications.

• **Budget and Project Period.** The estimated Direct Cost amount for individual awards is expected to range from \$900K to \$1 Million. The total project period for an

**Figure 35 - Total estimated funding is \$3000000.**

finance. The property `floor` contains the object **AmountWithCurrency**, see chapter 89, *Amount with currency*, for more information.

## 48. Opportunity contact information

object **Opportunity**

property `contactInformation`

sub-property `link, contactPerson, hasPostalAddress`

The property `contactInformation` contains the contact details for potential applicants to get additional information about the funding opportunity. Contact details may only be captured from the original FB website. The property `link` is used to capture the contact website URL.

### 48.1 Opportunity contact names

Property `contactPerson` is used to capture opportunity contact names. It contains the object **Person** which contains the following properties:

- `honorific (prefix)`
- `initials`
- `givenName`
- `middleName`
- `familyName`
- `emailAddress`

Capture these properties as described in chapter 87, *Contact details person*.

### 48.2 Opportunity contact address

Property `hasPostalAddress` is used to capture opportunity contact addresses. It contains the object **PostalAddress** which contains the following properties:

- `streetAddress`
- `addressLocality (city)`
- `addressRegion (state)`
- `addressPostalCode`
- `postOfficeBoxNumber`
- `addressCountry`

Capture these properties as described in chapter 88, *Contact details postal address*.

## 49. Opportunity location

object	<b>Opportunity</b>
property	opportunityLocation
sub-property	city, country, state

Property `opportunityLocation` contains the location where the funded project or activity is expected to take place. For example, there are US funding organizations that finance research in Africa.

The property `opportunityLocation` contains the object **Location** that contains the properties `city`, `country`, and `state`. Capture all information in the opportunity.

Capture the 3-letter codes in lowercase from *Country Codes for OPSBANK (2 and 3 letters)* in `country`.

Property `state` only applies to USA, Canada and Australia locations, using the codes in uppercase in *USA, Canada and Australia Province/State Abbreviations*.

**Note:** Opportunities with location related wording, such as: *worldwide, global and broad universal* are not a specific location for the funded project. Capture indication of the provided location(s) information in the eligibility description property.

## 50. Opportunity date

object	<b>Opportunity</b>
property	opportunityDate
sub-property	cycle, expirationDateDetail

Property `opportunityDate` contains information relevant to dates concerning the opportunity. It contains the sub-properties `cycle` and `expirationDateDetail`.

Each opportunity date type, such as *proposal date, expiration date* is used only once for each cycle.

### 50.1 Opportunity expiration date

object	<b>Opportunity</b>
property	expirationDateDetail
sub-property	date, description

When an opportunity has multiple future due dates, the FB may explicitly mention a date on which the opportunity expires. This is the expiration date of the opportunity. The expiration date is not the last deadline or due date available. It is a separately mentioned date on which the cycle of opportunity due dates end. Capture this date in the `date` property when available.

Property `description` contains the object **StringWithLanguageAndSource**, that contains the detailed information about this date including the source URL where this information is available. See chapter 84, *String with language and source*, for more information. This property is used by the supplier for monitoring expiration dates. It is a placeholder property.

#### Examples:

```
"opportunityDate" : {
  "expirationDateDetail": {
    "date": "2020-12-31T18:53:11",
    "description": {"abstract": {"language": "en", "value": "We consider applications
2 times a year. This opportunity will expire at the end of 2020"}, "source":
"https://example.com"}}
```

},

**Cyclical Funding Opportunities**

**Collaborative R01s for Clinical and Services Studies of Mental Disorders, AIDS and Alcohol Use Disorders (R01)**

National Institutes of Health (NIH)  
 National Institute of Mental Health (NIMH)  
 National Institute on Alcohol Abuse and Alcoholism (NIAAA)

Due Date: [Standard Dates Apply](#)

Expiration Date: May 8, 2012


**Figure 36 - The National Institutes of Health offer cyclical opportunities that have an explicitly mentioned expiration date.**

• **Genomic Resource Grants for Community Resource Projects (U41)**  
[PAR-11-095](#) [grants.nih.gov]  
 Application Receipt Date(s): The first receipt date will be March 15, 2011; then Standard dates apply: May 25, 2011; September 25, 2011; January 25, 2012; May 25, 2012; September 25, 2012; January 25, 2013; May 25, 2013; and September 25, 2013  
 Expiration date: January 8, 2014

**Figure 37 - National Human Genome Research Institute has an opportunity with a cycle of due dates, explicitly mentioning the expiration date.**

## 50.2 Opportunity cycles

It is possible for an opportunity to be given multiple times a year also known as cycles. If opportunities are with multiple dates, capture these in separate cycles. FBs may explicitly specify the cycles and dates within the cycles. If the FB does not explicitly specify the cycle but has an opportunity that repeats after a certain period, it implicitly means there are date cycles.

Address  <a href="http://grants1.nih.gov/grants/funding/submissionschedule.htm">http://grants1.nih.gov/grants/funding/submissionschedule.htm</a>					
Mechanism(s)	Program Description	Application Form	Cycle I Due Date	Cycle II Due Date	Cycle III Due Date
R01 new	Research Grants	<a href="#">SF424 (R&amp;R)</a>	February 5	June 5	October 5
R03, R21, R33, R21/R33, R34, R36 new	Other Research Grants	<a href="#">SF424 (R&amp;R)</a>	February 16	June 16	October 16

**Figure 38 - The NIH submission schedule is indicated by cycles.**

The property `cycle` contains the object **OpportunityDateCycle**. This object contains the properties in *Table 8*. Use **OpportunityDateCycle** for every new cycle of an opportunity. Add new cycles for each update. Older cycles are not removed from the record.

Table 8 – Properties for object *OpportunityDateCycle*

Property	Description of the property
index	Indicates the number of the cycles for this opportunity. The value "1" is the default. The <code>index</code> property must contain a unique and sequential number for each cycle. If there is no cycle for an opportunity, value "1" is captured and no new cycle data is created for this opportunity.
label	The explicit naming of cycle by the FB. Cycle labels should either reflect cycle names found in the source or be a name <b>Cycle (index number)</b> , for example Cycle 1, and Cycle 2. For example, "October 2019 round" for Cycle 1 and "April 2020 round" for Cycle 2 or for indicated annual cycles "Cycle 2023" and "Cycle 2024". .
startDateDetail	The date from which applications for an opportunity will be accepted.
endDateDetail	The date when the application cycle ends.
letterOfIntent	The date for expressing interest in applying to an opportunity. Variations include: <i>registration deadline</i> , <i>letter of intent deadline</i> , and <i>preliminary deadline</i> .
preproposal	Variations include <i>preliminary proposal</i> , <i>white paper</i> , or <i>concept paper</i> . This is the date when the pre-proposal is due.
proposal	The deadline for submitting applications for an opportunity.
decision	The date when a decision or the results of the application of the opportunity will be released or communicated.

The properties `startDateDetail` and `endDateDetail` contain the object **OpportunityDateCycleDate** which contains the properties `date` and `description` with the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*, for more information. If there is no date available, do not capture this property.

All the other properties in Table 8 contain the same object **OpportunityDateCycleDetail** with the following properties:

- `date`: contains the date of the property that it is linked to.
- `description`: the date text from the source that was used to fill object **StringWithLanguageAndSource**.
- `limitation`: indicates whether the date for the property is available. If the date is specified, the value "SPECIFIED" is captured as well as a date in the `date` property. If no date is specified, capture "NOTSPECIFIED" and if the opportunity mentions that application is on an ongoing or rolling basis, capture "ONGOING". For the last two values the property `date` is left empty.
- `required`: indicates whether the submission of the property is mandatory for the application using the values "true" or "false".

### 50.2.1 Start date

Property `startDateDetail` contains the date from which applications can be submitted. Variations include *opening date*, *applications open date*, and *applications are accepted as of*. Do not capture this property if the opportunity does not contain information about an opening date.

When more than one opening date is found for an opportunity, capture each in a separate `cycle` property.

TOPIC : European Capital of Innovation prize			
<b>Topic identifier:</b>		H2020-European-i-capital-Prize-2017	
<b>Publication date:</b>		22 March 2017	
<b>Types of action:</b>		RPr Recognition Prize	
<b>DeadlineModel:</b>		single-stage	
<b>Opening date:</b>		<b>Deadline:</b>	21 June 2017 17:00:00
Time Zone : (Brussels time)			

Figure 39 - Horizon2020 - Opening Date is captured as `OpenDate`.

### 50.2.2 Letter of intent date

Property `letterOfIntent` contains the date for a pre-application deadline for certain funding opportunities. A letter of intent (LOI) is usually a short (1-2 pages) letter addressed to the program officer that outlines details of a proposed project and is signed by the principle investigator (PI). FBs may use other terminology when referring to the LOI date, for example, *registration deadline*, *pre-registration deadline*, *preliminary submission*, *pre-request*, or *expression of interest*.

If an opportunity deadline changes, the LOI is assumed to change as well. If the source no longer provides a LOI with the updated deadline, update the record to remove the LOI. However, if a new LOI is provided with the new deadline, update the LOI.

Property `description` contains detailed information about this date from the webpage, each LOI date is captured in a separate `cycle`.

Competition	201706PCG
Registration Deadline	2017-02-14
Application Deadline	2017-06-13

Figure 40 - CIHR (Registration Deadline).

Letter of Intent Receipt Date: February 27, 2009
Application Receipt Date: March 27, 2009

Figure 41 - NIH opportunity.

The Board will review <u>Letters of Intent</u> each month (with January 31st being the deadline for the Spring Meeting and July 31st being the deadline for the Fall Meeting). If the Foundation is interested in considering such a project, that organization	
---	--

Figure 42 - Palmer Foundation dates.

Letters of Intent Receipt Date(s): December 22, 2008; April 21, 2008; August 21, 2009; December 21, 2010; April 21, 2010; August 21, 2010; December 21, 2011; Apr  
August 21, 2011

Figure 43 - NIH opportunity with multiple dates.

51. Pre-proposal date

Property `preproposal` contains the date on which pre-proposals for the opportunity are due. Pre-proposals maybe the first stage of a grant application or a second stage after the letter of intent (widely used by NSF, DOE, DOD, and ED).

It is usually a mini version of a full proposal, including proposal-related documents and summary details. Name variations include *preliminary proposal*, *white paper*, and *concept paper*.

The Foundation accepts [Preproposals](#) at any time during the year pending available funding. Prior to submitting a formal proposal, the Subscriber should send one electronic copy of a Preproposal to the Foundation.

Figure 44 - WaterReuse Foundation (Prepreposals).

52. Proposal date

Property `proposal` contains the date on which the full applications for the opportunity are due. Variations include *submission date* or *submission deadline*. When more than one due date is found for an opportunity, capture each in a separate cycle property (such as *Cycle I*, *Cycle II*, or *non-AIDS applications*).

<b>Application Due Date(s)</b>	<a href="#">Standard dates</a> apply, by 5:00 PM local time of applicant organization.  Applicants are encouraged to apply early to allow adequate time to make any corrections to errors found in the application during the submission process by the due date.
<b>AIDS Application Due Date(s)</b>	<a href="#">Standard AIDS dates</a> apply, by 5:00 PM local time of applicant organization.  Applicants are encouraged to apply early to allow adequate time to make any corrections to errors found in the application during the submission process by the due date.

Figure 45 - Multiple proposal dates.

Do not capture any due date when an opportunity does not mention deadline or date restrictions, or the cycle submission dates, and opportunity title does not contain a year.

**Note:** Capture in the property `limitation` "NOTSPECIFIED" for due-date related phrases, such as: *first come, first served* or *for closing date - contact the school*, capture the exact text in `description`.

Capture the value "ONGOING" for opportunities that are described with phrases such as:

- *ongoing,*
- *open until superseded,*
- *deadline: open,*
- *accepted anytime,*
- *rolling submission,*
- *throughout the year,*
- *accepted all year round, or*
- *accepted on a continuing basis,*
- *annual;*

in the source and that do not contain a specific due date or year value in the title.

Opportunities that are described as ongoing or rolling submission in the source but also contain a due date are not captured as ongoing opportunities.

**Note:** Government or federal FBs usually announce due dates at the FB level. It is very unusual to find ongoing opportunities in governmental or federal FBs.

#### ***Decision process***

There are no closing dates.

Please allow six months from submission to decision.

**Figure 46 - Ongoing opportunity without a due date.**

If YYYY appears in the title and this is the current year or greater, check and add the proposal date if available in the source. If no proposal date is available, add December 31 of the current or future year as the opportunity proposal date.

Do not remove the YYYY, dates, or year ranges from the opportunity titles.

If the opportunity duration in the title is in a range format (2021-2022) and no due date is available, capture December 31 of the final year in the range.

2013-2014 Mini Grant Program for Community Engagement and Restoration Requests

#### ***Deadline:***

Proposals are accepted on an on-going basis until funds for this fiscal year are exhausted.

**Figure 47 - Opportunity containing a range of years in the title.**

The deadline for this opportunity is December 31, 2014.

If the year in the title has passed, and the due date has expired or is not specified, the opportunity is made inactive.



If the year in the title has passed and the due date is in the future, check the opportunity title at the source to ensure that the latest YYYY as provided in the source are used.

If the source information matches the title, no change is required.

If the YYYY in the title at the source has changed, avoid making a duplicate record before updating the record under review and check to see if a new separate record for the latest opportunity from the source already exists.

When no year is directly listed with date, for example 24thApril, the supplier shall check the title, description, cycle data, URL or relevant funder information for the year to determine a specific year or current year, with a check on the publication date and modified date to ensure currency and correctness of source data.

Some opportunities do not have submission dates in the opportunity but refer to a URL showing submission dates as shown in the examples below.

Capture the proposal date information from the linked webpage.

Application Submission/Receipt Date(s): Standard dates apply, please see  
<http://grants1.nih.gov/grants/funding/submissionschedule.htm>

**Figure 48 - NIH R01 and R21 opportunities have scheduled due dates. Follow the link to find the submission schedule.**

All NIH grant opportunities contain their submission cycles when relevant,

- **Genomic Resource Grants for Community Resource Projects (U41)**  
[PAR-11-095](#) [grants.nih.gov]  
 Application Receipt Date(s): The first receipt date will be March 15, 2011; then Standard dates apply: May 25, 2011; September 25, 2011; January 25, 2012; May 25, 2012; September 25, 2012; January 25, 2013; May 25, 2013; and September 25, 2013  
 Expiration date: January 8, 2014

**Figure 49 - Multiple due dates.**

### 52.1.1 Decision date

The decision date is the date the decision for the application will be released or communicated. Variations include *Notification of decision*, *decision date*, *notification date*, *award notification*, *date of awards*, and *results announced*. When more than one decision date is found for an opportunity, capture each in a separate cycle property. If there is no cycle available, capture the last decision date for the opportunity.

#### 3. The Foundation operates a two-stage **decision** making process.

- **Stage One:** Applications are screened against the General Criteria for Evaluation. All applicants will be notified as to whether or not they are successful at this stage. Approximately 50% of all applications are successful at this stage. If you have not heard from the Foundation by August 1 (for the May 1 deadline) or March 1 (for the November deadline), please contact the Foundation for information on the progress of your application.
- **Stage Two:** Successful applications are sent to an external panel for academic review. Approximately 33% of Stage Two applications are successful. All applicants will be notified regarding their applications at least two weeks before the next application deadline (October 15 for the May 1 deadline and April 15 for the November 1 deadline). Again, contact us if you have not received an e-mail notification by these dates.

**Figure 50 - Two decision dates for the same cycle opportunity. Capture October 15 for cycle 1 and April 15 for cycle 2.**

Discovery		
Title	Deadline Dates	Notification of Decision**
Collaborative Research and Training Experience (CREATE) Program	<b>Letter of intent:</b> May 1*	27 weeks
	<b>Application:</b> September 22*	

**Figure 51 - Decision date after 27 weeks**

**Example:**

```

"decision": [{
  "limitation": "SPECIFIED",
  "date": "2020-11-30T18:53:11",
  "required": false,
  "description": {"abstract": {"language": "en", "value": "Decisions will be
made by end of November"}, "source": "https://wellcome.ac.uk/funding/schemes/research-
enrichment-open-research"}}]

```

**53. Opportunity Eligibility classifications**

object                    **Opportunity**

property                eligibilityClassification

Eligibility is the information within a funding opportunity containing requirements that an applicant must comply with to apply for the opportunity. The property `eligibilityClassification` contains the properties described in *Table 9*. Eligibility information can be found in the opportunity announcement or in a separate section of an FB website that describes eligibility criteria for multiple opportunities. Read all information thoroughly to find the guidelines, rules, and restrictions of an opportunity to capture these as fully as possible.

**Table 9 – Properties for property `eligibilityClassification`**

Property	Description of the property
<code>description</code>	Description of who is eligible to apply for this opportunity
<code>limitedSubmission</code>	A limited submission opportunity is an opportunity for which the FB restricts the number of applications that may be submitted by each entity (that is institution, state, or country)
<code>citizenship</code>	Citizenship-related requirements
<code>individualEligibility</code>	Whether individual researchers are eligible to apply
<code>organisationEligibility</code>	Whether organizations are eligible to apply
<code>regionSpecific</code>	Whether awarded researcher(s) or organization(s) are required to be located somewhere specific
<code>restrictedScope</code>	Applications are restricted to very specific applicant categories

All properties in *Table 9*, except for the property `description`, contain the property limitation. For this property only three values can be captured:

**Table 10 - Values for property limitation**

Value for limitation	description
"LIMITED"	when there are any kind of eligibility criteria mentioned and applicable
"NOTLIMITED"	when it explicitly says there is no restriction within this specific category, for example when it explicitly states that there is no citizenship requirement or if applicants can apply as often as they want
"NOTSPECIFIED"	when there is no mention of eligibility in the applicable category

### 53.1 Eligibility description

Property `description` contains object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information. This property contains the text summary of eligibility requirements for a funding applicant. Capture the URL where the eligibility description for the opportunity is found in the property `source`.

Eligibility sections can contain more information than required; only capture eligibility information that explicitly mentions the requirements applicants must meet in order to be eligible to apply or any exclusion criteria or other limitations, such as *resubmissions*, *renewal applications*, or *submissions of more than one application*.

### 53.2 Limited submission

property                    `limitedSubmission`  
sub-property              `limitation, description, numberOfApplications`

A limited submission opportunity is only used to describe an opportunity for which the FB restricts the number of applications that may be submitted for each *entity* (that is institution, state, or country) or where only a limited number of investigators are allowed to apply for each entity. Limited submission is only captured when it refers to a limit for submission from an entity and not when referring to a PI or an individual researcher.

Limited submissions are often indicated with a statement such as:

- *One application per institution*
- *1 proposal per institution*
- *Institutions may submit 3 preliminary proposals. Full proposals must be invited by NSF.*
- *3 proposals may be submitted by any single organization*
- *Institution may nominate one candidate*
- *One applicant per school/division*
- *The foundation will not consider more than one proposal from an organization in any calendar year and will not fund an organization more than once in a funding year.*
- *Each college and university in the United States and its jurisdictions may nominate two faculty members.*

If the opportunity title contains text resembling a restriction or limitation to the number of applicants, it is a limited submission and is captured.

**Note:** The term *Limited competition* does not refer to a limit in submissions, but rather eligibility requirements. Do not capture limited competition in `limitedSubmission`.

Property `limitation` is used to indicate whether the opportunity is a limited submission. If the opportunity has a limited submission, capture the value "SPECIFIED" in `limitation`. Capture the description text using the

object **StringWithLanguageAndSource**, in the property description and the number of times one entity can apply in the property **numberOfApplications**. See chapter 84, *String with language and source* for more information. If the opportunity clearly states that there is no limitation, capture "NOTLIMITED" in the property **limitation** and capture the description. If unknown, capture "NOTSPECIFIED".

- **Number of Applications.** Each applicant institution may submit only one application.

**Figure 52 - NIH opportunity with applicant limit use limited="SPECIFIED", numberOfApplication=1.**

#### Consortium Structure and Activities Supported

Each VICTER program will consist of three participants per consortium (including the lead applicant plus two new collaborators).

**Figure 53 - NIH opportunity with participant limit use limited="SPECIFIED".**

selected by the Advisory Panel. Two nominations may be made by the president of each institution. Candidates must be faculty members in the first three years of their faculty

**Figure 54 - Opportunity with "Two nominations may be made by the president" which indicates limited submissions.**

- **Number of Applications.** There is no limit on the number of applications an institution may submit provided the applications are for different types of equipment.

**Figure 55 - NIH opportunity with no limit use limited="NOTLIMITED".**

#### Limit on Number of Proposals per Organization:

- An eligible institution can submit only one Track 1 or Track 2 proposal per year. However, eligible institutions submitting a proposal to Track 1 or Track 2 may also submit a Resource Hub proposal.
- An eligible institution can submit only one Resource Hub proposal.

#### Limit on Number of Proposals per PI or Co-PI:

- An individual may serve as the Lead PI on only one Track 1 or Track 2 proposal.
- An individual may serve as the Lead PI on only one Resource Hub proposal.
- There is no limit on the number of proposals that a co-PI may be listed on for Track 1, Track 2, or a Resource Hub. The Lead PI must be employed by an eligible institution but co-PIs are not restricted to employees of eligible institutions.

**Figure 56 - NSF Opportunity. Only capture limit per organization**

#### Number of Applications

Applicant organizations may submit more than one application, provided that each application is scientifically distinct.

The NIH will not accept duplicate or highly overlapping applications under review at the same time. This means that the NIH will not accept:

- A new (A0) application that is submitted before issuance of the summary statement from the review of an overlapping new (A0) or resubmission (A1) application.
- A resubmission (A1) application that is submitted before issuance of the summary statement from the review of the previous new (A0) application.
- An application that has substantial overlap with another application pending appeal of initial peer review (see [NOT-OD-11-101](#)).

**Figure 58 – This is not a limited submission because organizations may submit more than one application.**

#### Limit on Number of Proposals per Organization:

None Specified

**Figure 57 - NEF opportunity with no limit use limitation="NOTSPECIFIED".**

### 53.3 Citizenship

property citizenship

sub-property limitation, country

Property `citizenship` is used for opportunities for which there are citizenship requirements for applicants. This restriction is usually placed on individuals rather than organizations. Citizenship requires that an applicant hold `citizenship` of a certain country or countries, or groups of countries.

Groups of countries may be provided, for example:

- ASEAN Member States
- Commonwealth countries
- Developing countries
- Low- & middle-income countries

Use an authoritative source (for example: UN, ISO Country lists, or World Bank) to analyze, prepare, and capture each country in the group. Do not confuse this requirement with the `regionSpecific` property requirements. The property `limitation` is used to indicate whether the opportunity includes a citizenship limitation. If so, capture the value "LIMITED" in `limitation` and capture the country codes in the property `country`. If the opportunity states that all citizenships can apply, capture "NOTLIMITED" and leave `country` empty. In all other cases, capture "NOTSPECIFIED" and leave `country` empty.

### 53.4 Individual eligibility

property individualEligibility

sub-property limitation, applicantType, degreeRequirement

Property `individual Eligibility` is used for opportunities for which certain individuals are eligible to apply for the funding. If there is a limitation for individuals, capture "LIMITED" in `limitation`, if nothing is specified capture "NOTSPECIFIED" and if the opportunity clearly states that all can apply capture "NOTLIMITED".

#### 53.4.1 Applicant type

The property `applicantType` indicates what kind of application criteria apply to the applicant of the opportunity. The values in *Table 11* are used for this property:

**Table 11 - Values for individual eligibility applicantType**

Value for <code>applicantType</code>	description
"UNDERGRADUATE"	Opportunities that specifically mention that bachelor or undergraduate students may apply.
"GRADUATE"	Opportunities that specifically mention that graduate students may apply. This is also used for undergraduate students who are completing a degree and seeking funding for continuing on to graduate studies. This can include <i>Master students</i> and <i>PhD/Doctoral students</i> .
"NEWFACULTY"	Opportunities for which new faculty and professionals who are considered <i>inexperienced, emerging, or early career</i> may apply. This can include postdoctoral applicants and postdoctoral individuals (for example: fellows or researchers); new, young, emerging researchers, or early career investigators; assistant professors or junior faculty applicants. This classification is used across all disciplines, such as an <i>emerging artist</i> or a <i>young investigator in cardio medicine</i> .

Value for <code>applicantType</code>	description
"DEGREE"	Opportunity for which a mid-career, senior career, or an experienced researcher is <b>stated in the opportunity</b> by the funding organization. Including indication for individual renowned in the field, has high year count for academic work, or with proven work employment experience to apply. ( <b>Note:</b> A schema change is requested to edit the value: DEGREE to CAREER RESEARCHER)
"OTHER"	Opportunities for which individuals can apply but none of the above categories apply. Including indication for required certifications (for example: nursing or pharmacy technician certification).

**Note:** When the funding organization has specifically stated that the opportunity is open for all career stages include both values: NEWFACULTY and DEGREE.

### 53.4.2 Degree requirement

The property `degreeRequirement` indicates whether the opportunity has specified that applicants require a certain degree or the international equivalent, before applying. The following values can be used:

- "BACHELOR": applicant requires at least a bachelor's degree to apply
- "MASTER": applicant requires at least a master's degree to apply
- "PHD": applicant has completed a Doctoral degree (for example: PhD) to apply
- "MD": applicant has completed a Physician/Medical degree (for example: MD) to apply

### 53.5 Organization eligibility

property                      `organisationEligibility`

sub-property              `limitation, applicantType`

Opportunities for which certain organizations are eligible to applying for the funding. If there is a limitation for organization, capture "LIMITED" in `limitation`, if nothing is specified capture "NOTSPECIFIED" and if the opportunity clearly states that all organizations can apply, capture "NOTLIMITED". The property `applicantType` indicates what kind of application criteria apply to the organization applicant. The values in *Table 12* are used for this property:

**Table 12 - organization eligibility `applicantType`**

Value for <code>applicantType</code>	description
"ACADEMIC"	Opportunities for which academic institutions may apply. This can include universities, colleges, higher education establishments, and schools.
"COMMERCIAL"	Opportunities for which commercial organizations may apply. These are for-profit organizations, but not small businesses.
"GOVERNMENT"	Opportunities for which local or state governments may apply. Possible triggers but not limited to small county and local historical organizations.
"NONPROFIT"	Opportunities for which non-profit organizations may apply. This can include charities or non-governmental organizations (NGOs) (e.g., trust, foundation, IRC 501(c)(3) organizations).
"SME"	Opportunities for which small businesses may apply. <b>Note:</b> SME (small-to-medium enterprise) is a term for segmenting businesses and other organizations that are somewhere between the small office-home-office size and a larger enterprise.



### 53.6 Region specific

property                      regionSpecific

sub-property                limitation, location

Property `regionSpecific` is used for opportunities that require applicants to be based in a specific region. If there is a limitation for location, capture "LIMITED" in `limitation`, if nothing is specified capture "NOTSPECIFIED" and if the opportunity clearly states that there is no country or region restriction, capture "NOTLIMITED". The property `location` contains the properties `city`, `country` and `state`. Capture the required locations in this property. Additional points:

- Do not list more than 10 separate entities, such as countries, in a region; if there are more than 10 entities then it is not considered specific. For example, if the region specified is USA and Canada, do not list all states and provinces of those countries.
- If more than 10 countries were mentioned from the source, capture as NOTLIMITED, capture indication of the provided country limitations in the description property.
- Include only regions specifically listed in the opportunity.
- Do not confuse this requirement with citizenship requirements.
- When multiple countries are excluded, capture the text describing the exclusion in `description` and do not use the `regionSpecific` property.
- Use *Opsbank country code* and *UN M49 region codes* for correct codes.

#### How You Can Get Involved:

If you are an Ontario-based company, regional organization, stakeholder or individual, you could contribute as one of the activations/performances at the Ontario Place Festivals. We are looking for participation and activations in many genres, with a particular interest in the unique and interesting. We are excited to hear your ideas about how you can get involved and showcase your talent to 8000-10,000 people per day! Please complete the attached form and return to us, along with links to online videos or images to help showcase your contribution.

**Figure 59 - Region specific opportunity.**

1. **Question:** Are students who are non-U.S. citizens and non-permanent residents eligible for the fellowship?

**Answer:** Applicants must be a medical student enrolled at U.S. or Canadian medical school. Citizenship of the U.S. or Canada is not a requirement. As long as the student is enrolled at an accredited medical school, they are eligible to [apply](#) for the fellowship.

**Figure 60 - A region-specific opportunity that is not citizenship restricted.**

### 53.7 Restrictions

property                      restrictionScope

sub-property                limitation, restriction

Property `restrictionScope` is used for opportunities for which applicants are restricted to very specific categories. If there is a limitation for applicant, capture "LIMITED" in `limitation`, if the opportunity clearly states that all applicants can apply, capture "NOTLIMITED", and if nothing is specified, capture "NOTSPECIFIED" The property `restriction` indicates what kind of special criteria apply to the applicant of the opportunity. The values in *Table 13* are used for this property:



**Table 13- Values for restriction**

Value for restriction	description
"WOMEN"	<p>Opportunities for which only women may apply or for which women are the preferred candidates.</p> <p><b>Note:</b> Encouragement and welcoming wording are not considered as a restriction scope.</p>
"MINORITIES"	<p>Opportunities for which only minorities may apply or for which minorities are the preferred candidates; this includes minority institutions, or minority-owned businesses. Under-represented minorities are captured when they are mentioned on the opportunity website, whether it is in the form of a restriction, preference, or as part of list of eligible parties.</p> <p><b>Note:</b> Minorities are defined differently depending on national guidelines and standards. Encouragement and welcoming wording are not considered as a restriction scope.</p>
"DISABILITIES"	<p>Opportunities for which only disabled persons may apply or for which disabled persons are the preferred candidates.</p>
"NOMINATIONONLY"	<p>Opportunities for which the candidates should be nominated in order to be eligible. This does not include self-nomination.</p>
"INVITATIONONLY"	<p>Opportunities for which candidates must be officially invited in order to be eligible.</p>
"MEMBERONLY"	<p>Opportunities for which the candidates must be members of the FB organization or a specified organization to be eligible (for example: society or association membership, indication for employment, and student enrolment or faculty position at an academic institution)</p>

## Section 5: Awards

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## 54. Introduction

An award is the funds awarded to an opportunity applicant. When an FB chooses the successful applicant(s), the FB grants the award. One opportunity can result in one or several awards. Do not capture awards that are denied or not awarded.

Although an Opportunity can be captured for more than one FB (for example, if co-funded and published on each FB site), Awards are only captured once. Suppliers must have de-duplication capabilities for Awards that appear in more than one source.

When using automated awards capture, use only what is found in the input. Document any content capture that deviates from these instructions, in the **Supplier Mapping Comments** column of the automation mapping spreadsheet.

As with the other content types, the supplier uses the JSON schema and data provided in the *Hydra Ingestion API*, including the determinization of mandatory and optional properties or values. If the *Hydra Ingestion API* shows an asterisk (\*) next to a property, the property is mandatory. If there is no asterisk for the property, but the sub-properties within the property do contain an asterisk, these sub-properties are mandatory when the main property is used.

## 55. Inactive award URL – technical reasons

The supplier monitors the FB URL used to list awards. This URL is received from Elsevier or found by the supplier. The supplier loads this URL into a monitoring tool(s) in order to find new awards as they are listed.

**Note:** This URL contains a list of awards for an FB. Do not confuse this URL with separate URLs for each award.

If the FB listed awards URL becomes inactive for technical reasons, such as FB loading updates, website redesign or construction, migration to a new site, or reorganizations; the supplier is expected to search for a replacement URL from the FB to use for monitoring. If no new FB listed awards URL can be found in three months, the supplier sends an email message to Elsevier with CC: [fundingoperations@elsevier.com](mailto:fundingoperations@elsevier.com). The subject line must read:

***Funding Data: Technical Inactive AW URL for capture DDMonYYYY***

Elsevier evaluates whether to continue monitoring the FB on a case-by-case basis. Elsevier informs the supplier regarding this decision and requests an update to the record. If a request to stop capturing is given, the supplier adds ***No valid URL available for Award capture. Capture discontinued on DDMonYYYY*** in the `comment` property in the object **Provenance**, see chapter 85, *Basic record information provenance*.

**Note:** Data capture is only stopped when requested by Elsevier.

## 56. Award record ID

object	<b>Award</b>
property	<code>grantAwardId</code>

Property `grantAwardId` is created and assigned by suppliers as the unique Elsevier identifier for the award.

## 57. Funding body award ID

object	<b>Award</b>
property	<code>fundingBodyAwardId</code>

Property `fundingBodyAwardId` contains the unique identifier given to the award by the FB. If the FB does not publish an ID, a number, code or other identifier for the award, use the value "Not available".

The identifier must be unique for the award. Use an internet search to verify that the identifier can be used to find the award.

## 58. Standard award record information

object	<b>Award</b>
property	hasProvenance

All standard details for the award records, such as the supplier details, status of the record, and, the creation and update details can be found in chapter 85, *Basic record information provenance*.

## 59. Award name

object	<b>Award</b>
property	title

Property title contains the object **StringWithLanguage**, see chapter 83, *String with language* for more information. This property contains the title of the award. The information captured is the subject title of the award. For awards that have no title, send an email message to Elsevier and CC:fundingoperations@elsevier.com.

Capture the award title as found in the FB source, the supplier is not required to create or edit the title.

## 60. Award dates

object	<b>Award</b>
property	noticeDate, startDate, endDate

Properties `startDate` and `endDate` contain the logical start and end dates for the award as found in the source. Property `noticeDate` contains the date on which the decision is made or published.

Property `startDate` is required. Correct data capturing formats for dates are found in chapter 92, *Date fields*.

## 61. Award type

object	<b>Award</b>
property	grantType

Property `grantType` is used to capture the value most relevant to the award type. The same values and instructions are used as the property `grantType` in the opportunity data substituting object **Award** for object **Opportunity**. See chapter 34, *Opportunity type* and *Table 6* for more information.. The assigned value must clearly define the primary type of content. If the content appears to fall into multiple categories, assign one type that defines the primary category for the content.

## 62. Award record source

object	<b>Award</b>
property	homePage

Property `homePage` contains the object **Homepage** which is used to capture the record source information using the properties `link`, `publishedDate`, and `modifiedDate`. See chapter 86, *Home page details* for more capturing details.

## 63. Award synopsis

object	<b>Award</b>
property	synopsis

Property `synopsis` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information. This property contains the text description of the award as found on the FB website. This may also be called abstract, *description*, *overview*, or *objectives*.

## 64. Keywords

object	<b>Award</b>
property	keyword

Property `keyword` contains the object **StringWithLanguage**, see chapter 83, *String with language* for more information. This property is used to capture keywords as defined in the award announcement. Keywords normally reflect the main research topics that the funding award covers. FB can also refer to *tags*, *topics*, *categories*, *areas*, and *subjects*. Capture the English keywords first and other language keywords when available, except for during automated awards capture.

## 65. Funds

object	<b>Award</b>
property	funds

The property `funds` contains the object **AwardFund** with the sub-properties mentioned in *Table 14* and the details of the project the award is funding.

**Table 14 - Properties for object AwardFund**

Properties of <code>funds</code>	description
<code>fundingProjectId</code>	ID of the project that is funded as defined by the funding organization.
<code>acronym</code>	Acronym of the project this award is funding
<code>hasPart</code>	Used if some of the funding is derived from a subproject as mentioned by the FB.
<code>title</code>	Title of the project this award is funding. Contains object <b>StringWithLanguage</b> , see chapter 83, <i>String with language</i> for more information.
<code>startDate</code>	Project start date
<code>endDate</code>	Project end date
<code>hasPostalAddress</code>	Location where the award or project took place, contains the object <b>PostalAddress</b> . See chapter 88, <i>Contact details postal address</i> for more information
<code>link</code>	URL pointing to a project page or to the funder page with further details about the funded project
<code>status</code>	Status of the project, capture: "OPEN" or "CLOSED"

### 65.1 Subproject funding

property	<code>hasPart</code>
sub-property	<code>budget</code> , <code>fundingBodyProjectId</code>

If part of the funding is from a subproject as mentioned by the FB, use the property `hasPart`. The property `budget` is used to indicate the total (sub)project cost whether funded or not and contains the object **AmountWithCurrency**, see chapter 89, *Amount with currency* for more information. The property `fundingBodyProjectId` contains the ID of the (sub)project that is funded as defined by the FB.

## 66. Funding details

object	<b>Award</b>
property	<code>fundingDetail</code>
sub-property	<code>fundingTotal</code> , <code>installment</code>

The property `fundingDetail` contains the funding details of the awards. Property `fundingTotal` contains the digits representing the total funding assigned to a project through this award, if there are installments this number represents the sum of all yearly installments. This property contains the object **AmountWithCurrency**, see chapter 89, *Amount with currency* for more information. Usually the total awarded amount is indicated, sometimes only an estimated amount is given or the awarded amount to date The property `installment` contains the information representing the awarded amount for each installment or fiscal year.

66.1 *Installment amounts*

object	Award
property	installment
sub-property	financialYear, index, fundedAmount

The property `financialYear` contains the year that the installment payment took place. The property `index` indicates the number of installments, with each new installment adding to the index. Default is 1. The property `fundedAmount` contains the amount that was awarded in the installment.

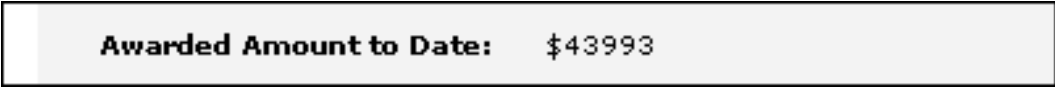


Figure 61 - An NSF award, capture the amount 43993.

Award amount example:

Funding Information	
Fiscal Year	Amount
2006-07	\$66,124
2007-08	\$72,944
2008-09	\$62,726
2009-10	\$40,678
Total: \$242,472	

Figure 62 - CIHR Award, capture 242472 as totalAmount and four different installment amounts per fiscal year respectively.

67. Award classifications

object	Award
property	classification

Property `classification` contains the object **Classification** which contains classification types and codes for the award. See chapter 91, *Classification* for more information.

68. Funder scheme

object	Award
property	funderSchemeType

Property `funderSchemeType` is used to indicate the type of funding provided by the funder for this award as stated in the award announcement. Supplier captures the original funder text or description that is used to determine the specific categories in `grant type`, check the funder scheme type may be the program area, program title,category, or a section heading description that identifies the type of funding provided by the funder for this award.

Examples:

- `"grantType": GRANT` and `"funderSchemeType": Standard Research Grant`

- "grantType": FELLOW and "funderSchemeType": Postdoctoral Fellowship
- "grantType": RESEARCH and "funderSchemeType": AHA Allen Brain Health Initiative
- "grantType": COOP and "funderSchemeType": Cooperative Agreement
- "grantType": COMMUNITY and "funderSchemeType": Global Development

## 69. Awardees

object	<b>Award</b>
property	awardeeDetail
sub-property	activityType, affiliationOf, departmentName, fundingBodyOrganizationId, fundingTotal, hasPostalAddress, identifier, name, role, link, vatNumber, awardeeAffiliationId

Awardees are recipients of awards. An award can be given to a physical person as well as to an institution or legal entity. Property `awardeeDetail` contains information about these award recipients. If there are multiple awardees, capture each in a new set of sub-properties in `awardeeDetail`.

### Example:

```
"awardeeDetail": [{sub-properties institution 1}, {sub-properties institution 2}]
```

### 69.1 Awardee is an institution

When the awardee is an institution, the name of the institution is captured in the required property name using object **StringWithLanguage**, see chapter 83 *String with language* for more information. Capture the name as it appears on the source. If multiple languages are available, capture the language variations in property name.

**Note:** If only person awardees are mentioned without an institution affiliation, supplier captures "Not available" in the property name.

#### 69.1.1 Institution type

property	activityType
----------	--------------

The property `activityType` is an open text field used to indicate the type of organization activity as found in the award announcement, that is, research organization or industry.

#### 69.1.2 Funding body organization ID

property	fundingBodyOrganizationId
----------	---------------------------

Any funder-specific affiliation ID is captured in the property `fundingBodyOrganizationId` when found in the source.

#### 69.1.3 Affiliation department

property	departmentName
----------	----------------

Any affiliation department mentioned in the announcement is captured in the property `departmentName` using object **StringWithLanguage**, see chapter 83 *String with language*, for more information.

#### 69.1.4 Awardee amount

property	fundingTotal
----------	--------------

Property `fundingTotal` contains the object **AmountWithCurrency**, which represents the awarded amount for each awardee when award amounts are shared. See chapter 89, *Amount with currency* for more information. If the website does not indicate an award amount, do not capture this property.

<b>Coordinator</b>	
DEIMOS SPACE SOCIEDAD LIMITADA UNIPERSONAL RONDA DE PONIENTE, Edificio Fiteni VI, 2, 2º 19 28760 TRES CANTOS (MADRID) Spain	Spain  <b>EU contribution:</b> EUR 1 420 600
<b>Activity type:</b> Private for-profit entities (excluding Higher or Secondary Education Establishments) <a href="#">Contact the organisation</a>	
<b>Participants</b> <a href="#">Collapse all</a> 	
DEUTSCHES ZENTRUM FUER LUFT - UND RAUMFAHRT EV Linder Hoehe 51147 KOELN Germany	Germany  <b>EU contribution:</b> EUR 1 450 000
<b>Activity type:</b> Research Organisations <a href="#">Contact the organisation</a>	
TECHNISCHE UNIVERSITAET GRAZ RECHBAUERSTRASSE 12 8010 GRAZ Austria	Austria  <b>EU contribution:</b> EUR 560 000
<b>Activity type:</b> Higher or Secondary Education Establishments <a href="#">Contact the organisation</a>	

Figure 63 - H2020 Awards.

### 69.1.5 Affiliation address

property                      hasPostalAddress

The address details of the affiliation are captured in the property `hasPostalAddress`. This property contains the object **PostalAddress**, see chapter 88, *Contact details postal address* for more information.

### 69.1.6 Affiliation role

property                      role

values                      "COORDINATOR", "PARTICIPANT", "COLLABORATOR"

Property `role` is used to indicate the role of the awarded institution in the project if provided by the FB. The default value is "COORDINATOR". This information is normally provided for EU data.

### 69.1.7 Affiliation webpage

property                      link

The website of the awarded institution or department is captured in the property `link`.

### 69.1.8 Affiliation identifier

property                      identifier

sub-property              type, value

The property `identifier` is used to capture specific identifiers from the source. Property `value` contains the identifier and property `type` uses one of these values: "ROR", "WIKIDATA", "DUNS", "UEI".

**Note:** DUNS or Unique Entity Identifier (UEI) numbers are normally provided for USA funding (Federal awards government-wide).

### 69.1.9 VAT number

property                      vatNumber



The funder-specific VAT number is captured in the property `vatNumber` when found in the source.

### 69.1.10 Affiliation indexer ID

property                      `awardeeAffiliationId`

The property `awardeeAffiliationId` is a generated identifier for each institution given an award. The supplier creates the `awardeeAffiliationId` value by capturing the `grantAwardId` value, followed by `_A_`(sequence number), where sequence number begins at "0" as shown in the example.

#### Example:

```
"awardeeAffiliationId": "100009932169_A_0"
"awardeeAffiliationId": "100009932170_A_1"
```

**Note:** If only person awardees are mentioned without an institution affiliation, supplier captures `awardeeAffiliationId` once with 0.

### 69.2 Awardee is a person

property                      `affiliationOf`

sub-property                `role, initials, name, givenName, familyName, emailAddress,`  
                                  `identifier, fundingBodyPersonId, awardeePersonId`

Awardees within the institution who received the award or will work on the funded project are captured in the property `affiliationOf`. If multiple awardees are from the same institution, capture in a new set of sub properties under in `affiliationOf`. Awardees from different institutions must be captured in their respective `affiliationOf` property relating to the correct institution as shown in the example.

**Note:** When updating granted awards, the designated PI could change for many reasons, best practice is to capture the current PI as the PI and move previous PI to coPI. This method is used for NIH awards.

**Note:** If the source indicates multiple affiliations without direct link to the awardee person, supplier captures "Not available" in the property `affiliationOf`.

**Note:** If only person awardees are mentioned without an institution affiliation, supplier captures "Not available" in the property `affiliationOf`.

#### Example:

```
"awardeeDetail":
  [{sub-properties awardee institution 1:
    [{sub-properties affiliationOf person awardee 1},
     {sub-properties affiliationOf person awardee 2}]],
   {sub-properties awardee institution 2:
     [{sub-properties affiliationOf awardee 3}]}}
```

#### 69.2.1 Person awardee type

property                      `role`

The values for property `role` are described in *Table 15*.

Table 15 - Values for property role

Values for type	Description
"PI"	The "PI" is the principal or primary investigator. The principal investigator is the project leader who is (legally) responsible for the research project. The PI may share responsibility with co-principal investigators; each is captured in a separate <code>affiliationOf</code> property.. A project may have more than one PI; each is captured in a separate <code>affiliationOf</code> property.
"coPI"	The "coPI" is the co-principal investigator. Together with the PI, co-principal investigators are (legally) responsible for the research project. A project may have several co-principal investigators; each is captured in a separate <code>affiliationOf</code> property.
"PS"	The "PS" is the primary supervisor. This person is supervising the research project. Use if the source mentions this role.
"ST"	The "ST" is a student. This value is used if specified by the source.
"RE"	The "RE" is a researcher. This value is used if specified by the source.

### 69.2.2 Awardee person names

property      initials, name, givenName, familyName

Capture the name of the awardee as in the source in the properties as described below:

#### Initials

Capture the initials of the given name of an awardee in the property `initials`. Capture initials in uppercase and with a period. Hyphenated given names must include the hyphen. If more than one initial appears, capture the initials without spaces between them.

#### Family name

Capture the surname of the awardee, in most cases this is the last name. See chapter 87.3, *Family name*, for more information.

#### Given name

Capture the first name of the awardee. See chapter 87.1, *Given name*, for more information. If the complete given name cannot be found, capture the name as it appears on the award website.

#### Name

Capture the full name as it appears in the source in the property `name` using the object **StringWithLanguage**, see chapter 83, *String with language* for more information. If multiple languages are available, also capture the language variations in property `name`.

Table 16 - Capturing sub-properties of the property `affiliationOf`

Name (on FB website)	Capture		
	givenName	familyName	initials
John William Jones	John William	Jones	J.W.
John W. Jones	John W.	Jones	J.W.
J.W. Jones	J.W.	Jones	J.W.
John Jones	John	Jones	J.
J. Jones	J.	Jones	J.

Name (on FB website)	Capture		
	givenName	familyName	initials
Jones		Jones	
J. T.	J.	T.	J.

### 69.2.3 Awardee person email address

property            emailAddress

Capture the email address of the awardee in the property `emailAddress` when available in the source.

### 69.2.4 ORCID identifier

property            identifier

sub-property        type, value

All ORCIDs are captured in the property `identifier` when found in the source. Use value "ORCID" for the property `type` and capture the ORCID digits in the property `value`.

### 69.2.5 Funder specific researcher ID

property            fundingBodyPersonId

Any funder-specific researcher ID, except for the ORCIDs, are captured in the property `fundingBodyPersonId` when found in the source.

### 69.2.6 Awardee person indexer ID

property            awardeePersonId

The property `awardeePersonId` is a generated identifier for each instance of an awarded person or researcher. The supplier creates the `awardeePersonId` value by capturing the `grantAwardId` value, followed by `_P_`(sequence number), where sequence number begins at "0" as shown in the example.

#### Example:

```
"awardeePersonId": "100009932169_P_0"
"awardeePersonId": "100009932170_P_1"
```

## 70. License information

object              **Award**

property            licenseInformation

Property `licenseInformation` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source* for more information. Some FBs require that Elsevier cite the FB license when using their data in a commercial product. Use property `licenseInformation` to capture information attributing the data to the FB. Capture all data in the available fields.

#### License capture example:

```
"licenseInformation": [{
  "abstract": {
    "language": "en",
    "value": "© European Union"
  }
  "source": https://cordis.europa.eu/about/legal/en
}]
```

## 71. Related funding bodies

object	<b>Award</b>
property	relatedFunder
sub-property	leadFunder, hasFunder

Related FBs in awards are captured as they are for opportunities. Follow the instructions in chapter 1, ; substituting the object **Award** for object **Opportunity** where required. Capture each FB in the group, except for the lead funder, in a separate hasFunder property.

DESCRIPTION	DETAILS	RESULTS	HISTORY	SUBPROJECTS	SIMILAR PROJECTS	NEARBY PROJECTS BETA	LINKS	NEWS AND MORE
<b>Project Number:</b> SR13HD064155-02 <b>Title:</b> GATLINBURG CONFERENCE ON RESEARCH IN ID/DD		<b>Contact PI / Project Leader:</b> <a href="#">ABBEDUTO, LEONARD J.</a> <b>Awardee Organization:</b> UNIVERSITY OF CALIFORNIA AT DAVIS						
<b>Contact PI / Project Leader Information:</b> <b>Program Official Information:</b>		<b>Other PI Information:</b> Profile Exists  No Profile						
<b>Name:</b> <a href="#">ABBEDUTO, LEONARD J.</a> <b>Email:</b> <a href="#">Click to view Contact PI / Project Leader email address</a> <b>Title:</b> PROFESSOR		<b>Name:</b> KAU, ALICE S <b>Email:</b> <a href="#">Click to view PO email address</a> <b>Title:</b> Not Applicable						
<b>Organization:</b> <b>Name:</b> UNIVERSITY OF CALIFORNIA AT DAVIS <b>City:</b> DAVIS <b>Country:</b> UNITED STATES (US)		<b>Department Type/ Organization Type:</b> <b>Congressional District:</b> PSYCHIATRY SCHOOLS OF MEDICINE						
<b>Other Information:</b> <b>FOA:</b> <a href="#">PA-13-347</a> <b>Study Section:</b> <a href="#">Developmental Biology Subcommittee (CHHD-C)</a>		<b>DUNS Number:</b> 047120084 <b>Project Start Date:</b> 15-JAN-2016 <b>Budget Start Date:</b> 1-JAN-2017		<b>CFDA Code:</b> 865 <b>Project End Date:</b> 31-DEC-2020 <b>Budget End Date:</b> 31-DEC-2017				
<b>Fiscal Year:</b> 2017 <b>Award Notice Date:</b> 20-DEC-2016								
<b>Administering Institutes or Centers:</b> EUNICE KENNEDY SHRIVER NATIONAL INSTITUTE OF CHILD HEALTH & HUMAN DEVELOPMENT								
<b>Project Funding Information for 2017:</b>								
<b>Total Funding:</b> \$20,000			<b>Direct Costs:</b> \$20,000					
Year	Funding IC	FY Total Cost by IC						
2017	EUNICE KENNEDY SHRIVER NATIONAL INSTITUTE OF CHILD HEALTH & HUMAN DEVELOPMENT	\$10,000						
2017	NATIONAL INSTITUTE OF NEUROLOGICAL DISORDERS AND STROKE	\$5,000						
2017	NATIONAL INSTITUTE ON AGING	\$5,000						

**Figure 64 – NIH award, with multiple funders. Capture all if available with Eunice Kennedy Shriver National Institute of Child Health & Human Development as lead.**

## 72. Related opportunity

object	<b>Award</b>
property	relatedOpportunity
sub-property	grantOpportunityId, title, description fundingBodyOpportunityId

The property relatedOpportunity describes the relationship between an opportunity and any awards made from that opportunity. If described, capture this information. Use the property fundingBodyOpportunityId to capture the ID of the related opportunity defined by the FB and the grantOpportunityId to capture the Elsevier internal identifier of the related opportunity. The property description is used to capture the text of the source describing a related opportunity. The property title contains the title of the related opportunity.

### Example:

```
"relatedOpportunity" : [{
  "grantOpportunityId": 300119766,
  "fundingBodyOpportunityId": "USDA-USFS-2019-0127",
```

```
"title" : [{"language" : "en", "value" : "Postgraduate research opportunity  
evaluating carbon models for policy development"}],  
"description": "This award is related to USDA-USFS-2019-0127"]}
```

## Section 6: Publications

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Suppliers use the content type publication output (formerly called research output) to capture information about publications that result from an award. The publications are usually journal articles, books, or other written materials. The publication output is captured as described in this section. Capture this information when available. Always assess options for automation, direct download of data sets, or APIs from FBs.

If the publication output is the result of more than one award, its information is captured in each award mentioned in the publication output.

If an award results in more than one instance of publication output, each instance is captured in a separate output as described below.

As with the other content types, the supplier uses the JSON schema and data provided in the *Hydra Ingestion API*, including the determinization of mandatory and optional properties or values. If the *Hydra Ingestion API* shows an asterisk (\*) next to a property, it is mandatory. If there is no asterisk for the property, but the sub-properties within this property do contain an asterisk, these sub-properties are mandatory when the main property is used.

### 73. Publication output ID

object	<b>Publication</b>
property	publicationOutputId

Property `publicationOutputId` contains the unique identifier generated by the supplier for the publication output record.

### 74. Output title

object	<b>Publication</b>
property	title

Property `title` contains the title of the referenced publication. Capture the output title as found in the publication output source, the supplier is not required to edit the title. Depending on the source structure, it may be a separate field or may need to be separated from text. This property contains the object **StringWithLanguage**, see chapter 83, *String with language* for more information.

### 75. Output author

object	<b>Publication</b>
property	author, hasAuthor
sub-property	name

The property `author` is used to capture the list of publication authors as it appears on the source, no formatting is needed for this property.

The property `hasAuthor` contains the list of author names using the property `name` for each author.

**Example:**

```
"author": "Englehardt J, James D, Chiu, Weihsueh A",
"hasAuthor": [{"name": "Englehardt J"}, {"name": "James D"}, {"name": "Chiu"},
{"name": "Weihsueh A"}]
```

## 76. Output source

object	<b>Publication</b>
property	<code>hasJournal</code>
sub-property	<code>title</code> , <code>identifier</code>

The property `hasJournal` contains properties to capture, when provided:

- `title`: Title of the journal, book, or material where output is published
- `identifier`: Identifiers of the referenced publication. Contains the following properties: `type` and `value`. The type used for journals is the value "ISSN".

Property `title` contains the object **StringWithLanguage**, see chapter 83, *String with language* for more information. Capture the publication output source title as found in the FB source, the supplier is not required to edit the title.

**Example:**

```
"hasJournal" : {
  "title": [{"language": "en", "value": "PLoS One"}],
  "identifier": {"type": "ISSN", "value": "19326203"}
```

## 77. Standard publication record information

object	<b>Publication</b>
property	<code>hasProvenance</code>

All standard details for the award records, such as the supplier details, status of the record, and the creation and update details are captured in `hasProvenance`, see chapter 85, *Basic record information provenance* for more information.

## 78. Publication identifier

object	<b>Publication</b>
property	<code>identifier</code>
sub-property	<code>type</code> , <code>value</code>
values	"DOI", "MEDLINE", "PUBMED", "PMC", "SCOPUSEID", "ISBN"

The property `identifier` refers to the research output identifier in a journal, book, or other written material. Capture DOI, PubMed, PubMed Central, Medline, Scopus article identifiers, or any other item identifier using the specified type values described in *Table 17*.

*Table 17 – Identifier types to capture for the publication identifiers*

Identifier types	Example values
"DOI"	10.1371/journal.pone.0211780
"MEDLINE"	7058555587
"PUBMED"	30768598

Identifier types	Example values
"PMC"	PMC6377108
"SCOPUSEID"	2-s2.0-41049112855
"ISBN"	978-3-16-148410-0

**Example:**

```
"identifier": [{"type": "PUBMED", "value": "10000000001"}, {"type": "MEDLINE", "value": "7058555587"}, {"type": "DOI", "value": "10000000001"}, {"type": "PMC", "value": "grid.431093.c"}, {"type": "SCOPUSEID", "value": "1234"}]
```

**79. Publication URL**

object	<b>Publication</b>
property	publicationURL

The property `publicationURL` contains the URL where the actual publication or article can be accessed. This is not always available and should not be confused with the source URL where the reference to the actual publication is stated.

**Note:** Publication URLs can often be found by clicking or searching for the DOI.

**80. Output publication date**

object	<b>Publication</b>
property	publishedDate

The property `publishedDate` contains the date the publication output was published. Depending on the source, the date can appear in various formats, such as: full, only month and year, or only year..

**Examples:**

```
"publishedDate": "2019-02-15T00:00:00"
```

**81. Output related awards**

object	<b>Publication</b>
property	relatedAward
sub-property	outcomeOf

The property `relatedAward` is used to capture all information about the award or project that resulted in this publication. The property `outcomeOf` contains the properties as described in *Table 18*.

**Table 18 – Identified data examples to capture for the related awards**

Properties for <code>outcomeOf</code>	Description	Examples
<code>grantAwardId</code>	Internal Elsevier reference of the award. This information can be found in the CMS of the data providers based on the <code>fundingBodyAwardId</code>	439159953



Properties for <code>outcomeOf</code>	Description	Examples
<code>fundingBodyAwardId</code>	Identifier used by a funder to uniquely identify specific awarded grants. Special care should be taken as many funders refer to awards as funded projects.	"1038257"
<code>fundingBodyProjectId</code>	Identifier used by an FB to uniquely identify a specific project	IQ123
<code>title</code>	Title of the award that resulted in this publication with language, contains object <b>StringWithLanguage</b>	"language" : "en", "value" : "EFRI-SEED: Design for Autonomous Net-Zero Water Buildings"
<code>description</code>	Raw text is captured that describes the relationship between a publication and an award, contains object <b>StringWithLanguage</b>	"Partial support for this work was obtained from the National Science Foundation (nsf.gov) grant no. 1038257 (JDE) "

## 82. Output related funder

object	<b>Publication</b>
property	<code>relatedFunder</code>
sub-property	<code>leadFunder</code> , <code>hasFunder</code>

For `relatedFunder`, capture FBs that have financed the award that resulted in this publication, such as:

- `leadfunder` - main funder of the award. If a funder has a complex hierarchy, take the lowest level of the hierarchy. If multiple funders are mentioned, capture the one which is reporting the award-to-publication link.
- `hasFunder` - contains all funders listed as contributing to the award that funds the publication. The list must also contain the lead funder, and any other listed funders.

Both `leadFunder` and `hasFunder` contain the property `fundingBodyId` to identify the related funders.

Related FBs in publications are captured as they are for opportunities. Follow the instructions in chapter 1, ; substituting the object **Publication** for object **Opportunity** where required.

## Section 7: Common objects

The information in this section describes the use of common objects found in the funding schemas.

### 83. String with language

object **StringWithLanguage**

property language, value

Object **StringWithLanguage** contains the properties `language` and `value`. The property `language` contains the language code for the title and the default value is "en". Use the 2-letter code in *Language Codes (2, 3, and 4 letters)* for languages other than English. The property `value` contains the text to be captured. Capture the English description first and other language descriptions when available.

### 84. String with language and source

object **StringWithLanguageAndSource**

property abstract, source

Object **StringWithLanguageAndSource** contains the properties `abstract` and `source`. The property `abstract` contains object **StringWithLanguage** as described in chapter 83, *String with language*. The property `source` contains the URL where the captured information was found. Capture the English description first and other language descriptions when available.

### 85. Basic record information provenance

object **Provenance**

property contactpoint, createdOn, defunct, derivedFrom, hidden, lastUpdateOn, status, version, wasAttributedTo

Object **Provenance** contains all the details pertaining to an FDM record. This object can be used in any type of record: FB, opportunity, award, or publication output.

*Table 19 - Properties of Provenance*

Property	Description
contactPoint	Contact email address of the supplier that can be used to address any issues regarding the record
createdOn	Date that the record was created (as per supplier CMS)
defunct	Boolean; "true" indicating that the record has been tagged as invalid, such as a duplicate, and is no longer used by Elsevier products  <b>Note:</b> This property is not to be used unless explicitly requested by Elsevier
derivedFrom	Source URL of the record
hidden	Boolean; "true" indicating that the record will not be displayed on customer-facing products
lastUpdateOn	Date when the record was updated (as per supplier CMS)
status	Status of the record: "NEW", "UPDATE", or "DELETE"  <b>Note:</b> "DELETE" can only be used with Elsevier consent
version	Record version number, increased for each update
wasAttributedTo	Identifier of the data provider for the record: "SUP001", "SUP002", "SUP003", or "NOTSPECIFIED"

## 86. Home page details

object	<b>Homepage</b>
property	link, publishedDate, modifiedDate

Object **HomePage** is used to capture the source URL from which the opportunity or grant information was obtained. In the property `link`, capture the URL that points to the webpage containing the official overview of the opportunity or grant, not to related PDF documents or attachments.

Property `publishedDate` contains the date the opportunity or grant was released (first made public) by the funder. Variations include: *release date*, *posted date*, *publication date*, and *created date*. Do not capture this property when the opportunity or grant does not contain information about a release date.

Property `modifiedDate` contains the date the opportunity or grant record was modified on the sponsor website. Variations include *date updated*, *date revised*, and *last update*. Do not capture this property when the opportunity or grant does not contain information about a modification date.

**Note:** For more information on how to capture date fields see chapter 92, *Date fields*.

### Example:

```
"homePage" : {
  "link" : "https://www.grants.gov/web/grants/view-opportunity.html?oppId=320798",
  "publishedDate": "2019-09-20T01:00:00",
  "modifiedDate": "2019-09-20T01:00:00" }
```

<b>Topic:</b> H2020-European-i-capital-Prize-2017: European Capital of Innovation prize		<a href="#">Open</a>
<b>Publication date:</b> 22 March 2017		
<hr/>		
<b>Types of action:</b>	RPr Recognition Prize	
<b>DeadlineModel:</b>	single-stage	<b>Deadline:</b> 21 June 2017 17:00:00
<b>Opening date:</b>	22 March 2017	
Time Zone : (Brussels time)		

Figure 65 - Horizon2020 - Publication Date is captured as `publishedDate`.

<b>⚠ Notices</b>	
The content of this funding opportunity has been updated	
Date updated: 2017-01-13	
Section updated: How to Apply (Step 1 - Registration)	

Figure 66 - Horizon2020 - Date updated is captured as `modifiedDate`.

## 87. Contact details person

object	<b>Person</b>
property	honorific, initials, givenName, middleName, familyName, emailAddress

Object **Person** contains contact details of a person related to the opportunity or award record.

The property `emailAddress` is used to capture the contact person email address details as it appears in the source or website including capitalization. If more than one email address is given for a contact capture only the first address. Include only one @ for each email address.

Capture prefixes in the property `honorific` in their order of appearance. These are the abbreviated titles of the contact person. If the title is not abbreviated, abbreviate as shown in *Table 20*, unless the data capture is automated.

**Table 20 - Abbreviations to capture for name prefixes and suffixes**

Prefix or Suffix	Abbreviation to capture
Assistant Professor	Asst. Prof.
Associate Professor	Assoc. Prof.
Research Associate	R.A.
Post-doctoral Fellow	Postdoc.
Professor	Prof.
Doctor	Dr.
PhD	PhD
MD	MD

Capture the initials of the name in order of the given name in `initials` separated by a period.

### 87.1 Given name

Capture the first name or given name in the property `givenName`, capitalizing the first letter. The most common formats are described below:

- If the given name is abbreviated, check elsewhere in the record, article, website, or on related websites (following links) for the complete given name.
- Hyphenated given names must include the hyphen.
- If the complete given name cannot be found, capture the name as it appears in the source.

### 87.2 Middle name

All other names besides the first name are captured in the property `middleName`, if available.

- For names in the source consisting of multiple names where only the first given name is complete and the others are abbreviated, check elsewhere on the article, record, website, or on related websites (following links) for the complete given name.

**Note:** Middle name is not applicable in the JSON funding schema. The middle name (initials) if available are being captured under the given name.

### 87.3 Family name

Capture the surname in the property `familyName`. Use the following guidelines to assess and capture the correct surnames:

- Capture the first letter of each surname in uppercase.
- Prefixes such as: van, von, de, da, la, della, der, du, des, de la, and van der, that are part of the surname are captured together with the family name, as it appears in the original source.
- Capture the hyphen in hyphenated surnames.

- Chinese, Vietnamese, and Korean surnames: One or two-syllable hyphenated names are the given name. If the names are two or three one-syllable names without a hyphen, use the first name as the surname and the others as given names.
- Many websites have Asian names changed to Western formats; check the style of other names on the website or source.
- Latin surnames: In Brazil, Portugal, Spain (and possibly other Latin countries) a surname is comprised of two or more family names. If it is not possible to find the name in the references, assume that the first name listed is the given name and the other names are the surnames.
- Multiple surnames: In other cases, with more than two names, assume that the last name that appears is the surname and the other names are the given names.
- Hungarian or Russian surnames: May have the surname first in the list of names.

**Example:**

```
"contactPerson": [{"honorific": "Dr.", "initials": "A", "givenName": "Albert",
"middleName": "van", "familyName": "Einstein", "emailAddress": "albet@foundation.com"}]
```

**88. Contact details postal address**

object                      **PostalAddress**

property                    addressCountry, addressRegion, addressLocality,  
                                 addressPostalCode, streetAddress

Object **PostalAddress** contains the address of a person or business to which mail can be delivered or where an FB can be contacted. A description of all properties is given in *Table 21*.

**Table 21 – Properties to capture for PostalAddress**

Property	Description
addressCountry	Capture the 3-letter codes in lowercase from <i>Country Codes for OPSBANK (2 and 3 letters)</i> .  Note: If an affiliation does not have a country, determine the correct country, and add the country code, when possible. To determine the country, check the information in the other organization(s), abstract, or affiliation elements for assistance. In addition, reference sources can be used, such as internet searches or university and organization listings, to determine the missing country. Only capture a verified correct country code.
addressRegion	The administrative region, state or area used, for states or provinces in the USA, Canada, and Australia, use letter codes in uppercase in <i>USA, Canada and Australia Province/State Abbreviations</i> .
addressLocality	The locality such as the settlement name, city, town, or county (a territorial division of some countries).
addressPostalCode	A series of letters, digits, or both that specifies a geographic location included in a postal address. Basic US postal or ZIP codes contain 5 digits. ZIP codes may also be given as the ZIP+4 code in which the basic 5-digit code is extended with 4 extra digits, separated from the basic code with a hyphen, capture as written in the source.
postOfficeBoxNumber	A uniquely addressable lockable box located on the premises of a post office station included in a postal address.
streetAddress	The location of a building, apartment, or other structure on a street, including the house number, if available.

For the property `streetAddress` capture the street name and number without abbreviations. See *Table 22* for more example information, unless the data capture is automated.

**Table 22 - Capturing abbreviated street names**

Abbreviated street name examples	Capture
Av., Ave.	Avenue
Blvd. Boul., Boulv.	Boulevard
Cres., Crscnt, Crsent	Crescent
Dr., Drv.	Drive
Ln.	Lane
Pl.	Place
St., Str., Strt	Street
Wy.	Way

**Example:**

```
"hasPostalAddress": {"addressCountry": "USA", "addressRegion": "VA", "addressLocality":
"Alexandria", "addressPostalCode": "22314", "streetAddress": "2415 Eisenhower Avenue"}
```

**89. Amount with currency**

object                    **AmountWithCurrency**

property                amount, currency

Object **AmountWithCurrency** contains the properties `amount` and `currency`. The property `amount` is captured in positive integers only. If not indicated in the source, do not capture this object. The property `currency` contains a value indicating the award currency. If the currency type is not specified, use the currency for the country of the FB awarding the opportunity or award.

**90. Master record source**

object                    **MasterRecordSource**

property                `captureEnd`, `captureStart`, `comment`,  
                             `frequency`, `name`, `status`, `url`

Object **MasterRecordSource** contains the properties related to the datasets attached to an FB record. A description of all properties is given in *Table 23*.

**Table 23 - Properties of MasterRecordSource**

Property	Description
<code>captureEnd</code>	Date when capture from this source ended
<code>captureStart</code>	Date when capture from this source started
<code>comment</code>	Free text field for capturing comments regarding starting or ending a specific source
<code>frequency</code>	Frequency of content delivery: "SIGNAL-BASED", "DAILY", "WEEKLY", "BI-WEEKLY", "MONTHLY", "BI-ANNUALLY", or "ANNUALLY"
<code>name</code>	name of the source, for example, "NIH website"

Property	Description
status	Status of the usage of the indicated source URL: "ACTIVE", "INACTIVE", or "DISCONTINUED"
url	Homepage URL of the source. Depending on the record, this is the funder homepage, opportunity announcement page, award announcement page, or publication page.

For property `status` there are three values for capture:

- "ACTIVE" – URL used by supplier for data capture.
- "INACTIVE" – URLs that have expired or no longer exist. These remain in the database for reference.
- "DISCONTINUED" – URL that was discarded for a business decision (such as an alternative source found or content became out of scope).

## 91. Classification

object	<b>Classification</b>
property	<code>type</code>
values	"Classification" or "Annotation"

Object **Classification** contains classification types and codes for an opportunity or award. Classifications refers to the vocabularies that are applied to opportunities or awards in order to classify or categorize these records on their type, research area, funding mechanism, or focus area.

Property `type` indicates the type of classifications captured. There are two main types:

- "Annotation": applicable to ASJC only. Annotations means that the supplier annotates an opportunity or award based on a provided vocabulary of categories, using judgement to decide which category applies.
- "Classification"; applicable to other classifications based on the categories published in the opportunity or award source.

### 91.1 Classification subject

object	<b>Classification</b>
property	<code>hasSubject</code>
sub-property	<code>identifier</code> , <code>preferredLabel</code> , <code>orgspecificClassification</code>

In sub-property `preferredLabel`, capture the term of the classification code. In the sub-property `identifier`, capture the corresponding value and the type of classification. For the `identifier` and `type` capture one of the following values:

- "ASJC" – All Science Journal Classifications
- "CFDA" – Catalog of Federal Domestic Assistance
- "FOR" – Fields of Research (used in Australia and New-Zealand)
- "NIHSTUDYSECTION" – A group responsible for the review of grant applications in an area of science (NIH only)
- "NIHACTIVITYCODE" – NIH code, applied to various funding mechanisms to identify a specific category of extramural research activity

**Note:** The NIH uses activity codes to designate general types of grants, cooperative agreements, and contract programs. Activity codes consist of three characters that are used to differentiate the wide variety of research-related programs and opportunities. These codes also give information about the funding type and eligibility criteria. A list of NIH codes is found here: [NIH activity code table](#).

- "SICCODE" – The Standard Industrial Classification (SIC) is a system for classifying industries, it is used by government agencies to classify industry areas.

For sub-property `orgSpecificClassification`, see chapter 91.3, *Organization specific codes* for more information.

### Example:

```
"classification" : [
  {"type": "Annotation",
    "hasSubject": {
      "preferredLabel": "Multidisciplinary",
      "identifier": {"value": "1000", "type": "ASJC"}}}
  {"type": "Classification",
    "hasSubject": {
      "preferredLabel": "Mathematical and Physical Sciences",
      "identifier": {"value": "47.049", "type": "CFDA"}}}]
```

## 91.2 Classification codes

The All Science Journal Classification (ASJC) code is mandatory for every opportunity and award, while the other codes are not.

### 91.2.1 ASJC codes

ASJC codes describe the areas of interest and the scope of the opportunity or award. Supplier assigns a maximum of eight codes according to the rules described below. See *ASJC Codes List* for the complete list of ASJC codes.

#### 91.2.1.1 Finding correct ASJC codes

1. Read the entire funding announcement.
2. Define the subject matter of the opportunity or award.
  - a. Terms and keywords found in the title and synopsis (or description) typically describe the subject area.
  - b. If you cannot easily find the subject area based on the announcement, refer to other areas of the FB information, such as:
    - i. FB name
    - ii. FB mission statement
    - iii. Eligibility statement
    - iv. For USA FBs – check the CFDA for the organization-specific classifications. Some classifications help identify ASJC areas.
3. Identify the most relevant sub-categories that apply to the opportunity or award. Consider columns found in the *ASJC Codes List* to aid identification; look for exact matches of terms and keywords. It is possible to find sub-categories in one subject area and a general category in another for a single opportunity or award.
4. Assign the most relevant ASJC codes that apply to the opportunity or award.
5. If more than eight codes apply, use the top-level category codes ending in "00" to group together the applicable disciplines to assign coding.
6. Capture the *general* ASJC code only if the opportunity specifically mentions *general* or *all (scientific) research is funded*.

**Note:** The general code (1000) cannot be combined with any other ASJC codes.  
All other top-level ASJC codes (those ending with 00) cannot be combined with sub-category codes from the same section. For example, code 1200 cannot be used in combination with sub-category codes beginning with 12.

### 91.2.2 CFDA codes

CFDA codes are assigned to U.S. federal funding programs and opportunities and can be found in the program or opportunity announcement. CFDA codes describe the U.S. federal agency and the federal assistance program involved in the opportunity or award. A federal assistance program is identified by a 5-digit code consisting of two digits followed by



a dot and three digits. Some codes may include an additional letter, usually an A or B. More information about CFDA codes is available on <https://beta.sam.gov>.

### 91.3 Organization specific codes

Some funders assign their own codes to opportunities or awards. The ID is captured in the property `orgSpecificClassification` and the name of the code is captured in the property `preferredLabel`, as shown in the example:

#### Example:

```
{
  "type": "Classification",
  "hasSubject": {
    "preferredLabel": "Substance Abuse Prevention and Treatment Block Grant",
    "orgSpecificClassification": "B08"
  }
}
```

## 92. Date fields

Always capture date information as precisely as possible using the format YYYY-MM-DD. See *Table 24* for examples of correct date capture formats.

Some date properties contain the sub-property `description`, which is used to capture the text from the source that is used to determine the date or provide additional information regarding the date. Property `description` contains the object **StringWithLanguageAndSource**, see chapter 84, *String with language and source*, for more information.

*Table 24 - Capture formats for date fields and descriptions*

Date format on website	Capture format	Description (when applicable)
06/17/2024	2024-06-17	Not applicable -used date format
June 17, 2024	2024-06-17	Not applicable -used date format
Deadline: December 30, 2026	2026-12-30	Not applicable -used date format
January 2010	2010-01-01	January 2010
2008	2008-01-01	2008
Spring 2009	2009-03-01	Spring 2009
Summer 2009	2009-06-01	Summer 2009
Autumn 2009/Fall 2009	2009-09-01	Autumn 2009/Fall 2009
Winter 2026	2026-12-01	Winter 2009
Mid or Half October 2010	2010-10-15	Mid or Half October 2010
Beginning January 2011	2011-01-01	Beginning January 2011
End January 2017	2017-01-31	End January 2017
1 <sup>st</sup> or First Quarter	2017-01-01	1 <sup>st</sup> or First Quarter
2 <sup>nd</sup> or Second Quarter	2017-04-01	2 <sup>nd</sup> or Second Quarter
Week 13 (2025)	2025-03-29	Week 13

Date format on website	Capture format	Description (when applicable)
We would like to remind you that 22 November 2021 is the deadline for sending applications for the Grant Competition for JINR Young Scientists and Specialists 2022. Applications are received until 6.00 PM.	2021-11-22	We would like to remind you that 22 November 2021 is the deadline for sending applications for the Grant Competition for JINR Young Scientists and Specialists 2022. Applications are received until 6.00 PM.
The review of applications will begin on 01.10.2021 and will continue until the opportunities are filled.	2021-10-01	The review of applications will begin on 01.10.2021 and will continue until the opportunities are filled.

### 93. Special characters

Table 25 contains the characters that are not allowed in well-formed JSON and must be escaped (using a backslash):

Table 25 - Characters not allowed in JSON

Character	Code	Description	Escape	Notes
"	U+0022	quotation mark	\ "	
\	U+005C	reverse solidus	\\	
/	U+002F	solidus	\/	Slashes in URLs should not be escaped.
BS	U+0008	backspace	\b	
FF	U+000C	form feed	\f	
LF	U+000A	line feed	\n	
CR	U+000D	carriage return	\r	
tab	U+0009	tabulation	\t	

### 94. Text fields

There are multiple elements in the schema that require the supplier to capture text. Examples of such elements in the schemas are:

- **opportunity/eligibilityDescription**
- **opportunity/synopsis/item/description**
- **award/abstract**

These fields are displayed on the product for user information and must be captured in such a way that formatting can be well presented on the user interface. The underlying HTML code can be used to capture the text, but only a limited number of HTML elements are allowed.

#### 94.1 Title redundancy

Do not capture titles or subtitles that are similar or convey the same idea as the element name.

For example, if the title or subtitle of a page section is called *Eligibility* and you are capturing content in **opportunity/eligibilityDescription**; do not capture the title or subtitle *Eligibility*. Only capture titles or subtitles that organize the text into logical parts.