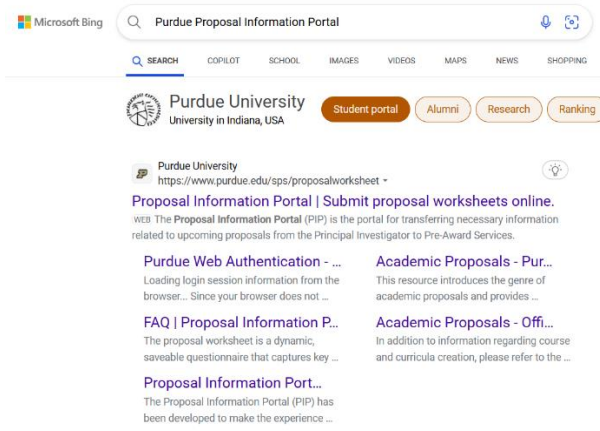
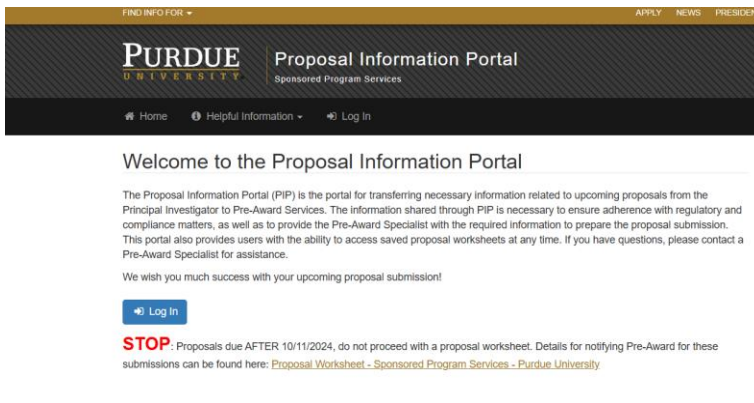


Step by Step for RSE, FAQ Page:

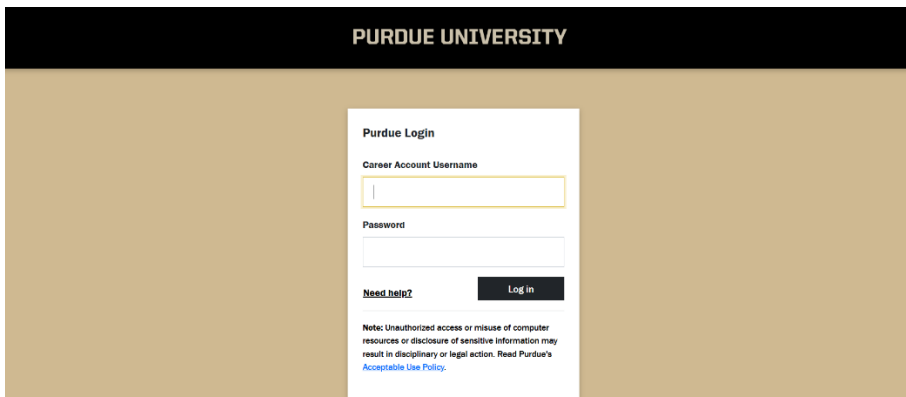
1. In your web browser, search and select, “Purdue Proposal Information Portal.”



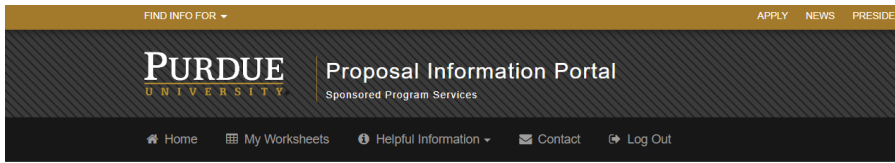
2. Once you arrive on the webpage home screen, select “Log in.”



3. You will be redirected to the Purdue Career Account Sign in. Please log in using your career account and password. A duo mobile unlock is required to continue



4. Select, “Go to My Worksheets.”



Welcome to the Proposal Information Portal

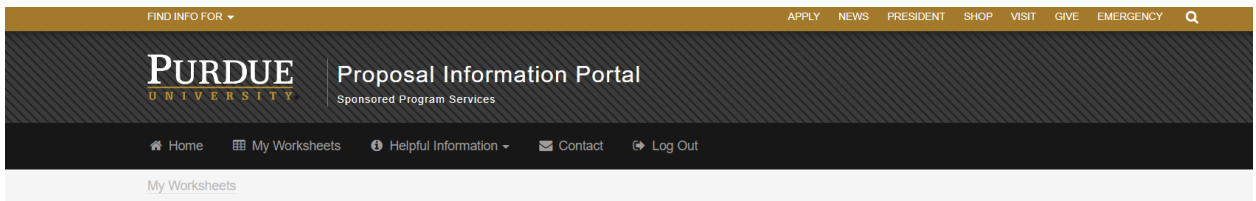
The Proposal Information Portal (PIP) is the portal for transferring necessary information related to upcoming proposals from the Principal Investigator to Pre-Award Services. The information shared through PIP is necessary to ensure adherence with regulatory and compliance matters, as well as to provide the Pre-Award Specialist with the required information to prepare the proposal submission. This portal also provides users with the ability to access saved proposal worksheets at any time. If you have questions, please contact a Pre-Award Specialist for assistance.

We wish you much success with your upcoming proposal submission!

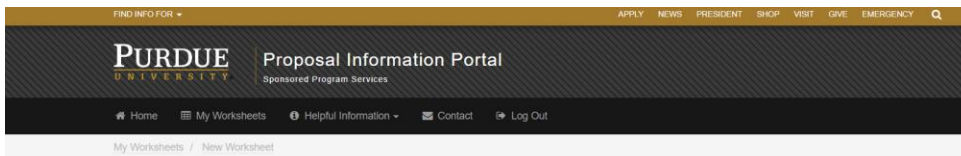
[Go to My Worksheets](#)

STOP: Proposals due AFTER 10/11/2024, do not proceed with a proposal worksheet. Details for notifying Pre-Award for these submissions can be found here: [Proposal Worksheet - Sponsored Program Services - Purdue University](#)

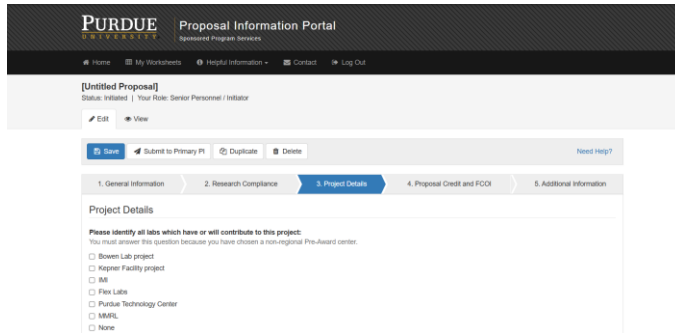
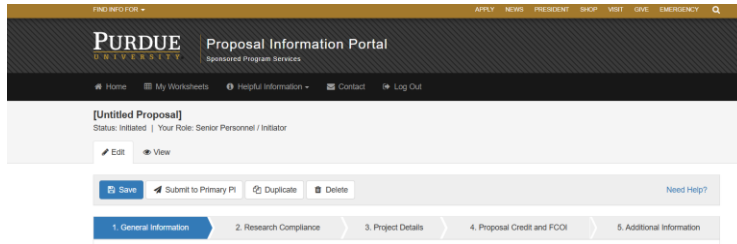
5. Select, “New Worksheet.”



6. Select your role then click, “save and continue.”



7. There will be a list of 5 sections that appear on your screen. Select, “Project Details.”



8. Once the project details section is selected. Scroll down until you see, “are there any approved university non-DP centers or cores affiliated with this proposal.” Click yes and select the Center for Research Software Engineering.

CII - Center for Intelligent Infrastructure

XMO – eXcellence in Manufacturing and Operations

Will this project involve the Office of Global Partnerships (OGP)?

No

Yes

Are there any approved University non-DP centers or cores affiliated with this proposal?

REMINDER: Purdue Cancer Center Members MUST affiliate the “Purdue Cancer Center” with all proposal submissions.

No

Yes

Please select all affiliated University non-DP centers or cores: