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<th>Notification Name</th>
<th>Trigger</th>
<th>To</th>
<th>From</th>
<th>Subject</th>
<th>Message/Body</th>
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| 1  | Please Certify and Approve this Proposal (Manual Prompt Required)                 | Message sent to the PI/CO-PI(s) when Certification and Approval is manually requested by using the 'Send Notification' Button on the Investigator Screen. | PI (s) & CO-PI(s) All PIs and CD-PIs selected on the investigators tab. | Notification comes from the ePD System epd-system@ad.ucsd.edu | URGENT ACTION REQUIRED: Certify and Approve your Proposal | Please certify and approve your proposal by clicking on the link below. 
PI: <pi> 
Lead Unit: <lead unit #> - <lead unit name> 
Proposal Number: <epd #> 
Sponsor: <sponsor name> 
Deadline Date: <deadline date and time> 
Title: <proposal title> 
Sponsor Announcement: 
You have been named as Investigator for the above referenced project. 
Please use the link given below for the project details. 
<hyperlink to epd record>                                                                                                                                 |
| 2  | Proposal Certification Completed by Proxy                                         | Message sent to the PI when Certification and Approval has been completed by a PROXY | PI                                      | Notification comes from the ePD System epd-system@ad.ucsd.edu | Notification: Proposal Certification Completed by Proxy | Proposal Certification completed by Proxy. Proposal Details are as follows 
Proposal Number: <epd #> 
Title: <proposal title> 
Created For: <pi> 
Lead Unit: <lead unit name> 
Sponsor: <sponsor name> 
Certified By: <epd user ID #> 
Certified On: <date certified> ||
| 3  | All Proposal Certifications Completed                                            | Message sent to the Aggregator when Certification has been completed    | Aggregator                               | Notification comes from the ePD System epd-system@ad.ucsd.edu | Notification: All Proposal Certifications completed | All Proposal Certifications completed. Proposal Details as follows 
Proposal Number: <epd #> 
Title: <proposal title> 
Lead Unit: <lead unit name> 
Sponsor: <sponsor name> 
Certification Completed On: <certification date> |
| 4  | Routing - Approval Requested                                                       | Message sent when the routing status of a user is set to waiting for approval | All approvers in the current / newly started level (routing stop) and New approver(s) added to the map. | Notification comes from the ePD System epd-system@ad.ucsd.edu | ACTION REQUIRED: Routing Approval Requested - <PROPOSAL NUMBER>, <PI>, <SPONSOR NAME> | Depends on primary or alternate approver the following message is displayed 
You are designated as an alternate approver for this proposal. (message id 1) 
PI: <pi> 
Lead Unit: <lead unit #> - <lead unit name> 
Proposal Number: <epd #> 
Sponsor: <sponsor name> 
Deadline Date: <proposal deadline date> 
Title: <proposal title> 
Sponsor Announcement: <program announcement title> 
Comments: <approval comments> |
| 5  | Routing Rejected Returned to Aggregator                                           | Message sent to aggregators when an approver rejects the proposal       | Aggregator                               | Notification comes from the ePD System epd-system@ad.ucsd.edu | Notification: Routing Rejected Returned to Aggregator - <PROPOSAL NUMBER>, <PI>, <SPONSOR NAME> | This message is to inform you that the following Proposal has been rejected by <approver name> (See Comments) 
PI: <pi> 
Lead Unit: <lead unit name> 
Proposal Number: <epd #> 
Sponsor: <sponsor name> 
Deadline Date: <proposal deadline date> 
Title: <proposal title> 
Sponsor Announcement: <program announcement title> |
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<td>6</td>
<td>Institute Proposal (IP) Record Created</td>
<td>Message sent when proposal submitted to sponsor after routing. IP record is created and an IP (also known as UCSD) # is generated.</td>
<td>Aggregator and SPO Analyst</td>
<td>Notification comes from the ePD System <a href="mailto:epd-system@ad.ucsd.edu">epd-system@ad.ucsd.edu</a></td>
<td>Notification: UCSD Proposal Number Created - &lt;PROPOSAL NUMBER&gt;, &lt;PI&gt;, &lt;SPONSOR NAME&gt;</td>
<td>The institute proposal number is &lt;institute proposal #&gt; PI: &lt;pi&gt; Lead Unit: &lt;lead unit #&gt; : &lt;lead unit name&gt; Proposal Number: &lt;epd #&gt; Sponsor: &lt;sponsor name&gt; Deadline Date: &lt;proposal deadline date&gt; Title: &lt;proposal title&gt; Sponsor Announcement: Please use the link given below for the project details. <a href="https://epd-train.ucsd.edu/coeus/proposalPersonsCertify.do?proposalNo=00001329&amp;personId=00100077">https://epd-train.ucsd.edu/coeus/proposalPersonsCertify.do?proposalNo=00001329&amp;personId=00100077</a></td>
</tr>
<tr>
<td>7</td>
<td>Pending Sponsor Code 9850</td>
<td>Message sent when a proposal creator adds a 9850 Misc Sponsor to the Agency/Sponsor field on the General Info screen and Submits for Approval Routing</td>
<td>OCGA and SIO Proposal Coordinator</td>
<td>Notification comes from the ePD System <a href="mailto:epd-system@ad.ucsd.edu">epd-system@ad.ucsd.edu</a></td>
<td>&lt;LEAD UNIT NAME&gt; &lt;(LEAD UNIT #)&gt; - &lt;PROPOSAL NUMBER&gt; - Sponsor Code 9850</td>
<td>Proposal &lt;epd #&gt; uses the temporary sponsor code 9850. Please do the following: 1. Review the proposal and verify that the sponsor code doesn't yet exist 2. If the sponsor code doesn't exist, add it via REMS 3. Put a reminder in your calendar to go back and update this proposal record with the new sponsor code once UCOP approves it and it shows up in our system (approximately 48 hours). (DEBUG: &quot;custom ucsd notification #9000 - action code 950&quot;)</td>
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<td>8</td>
<td>Federal Contract over 650K</td>
<td>Message sent when a federal sponsor is added to the Agency/Sponsor field AND Contract or Subaward Contract has been selected as the Anticipated Award Type AND the Total Cost in the Budget Module exceeds $650,000</td>
<td>Aggregator and UCSD Small Business Development Office</td>
<td>Notification comes from the ePD System <a href="mailto:epd-system@ad.ucsd.edu">epd-system@ad.ucsd.edu</a></td>
<td>&lt;LEAD UNIT NAME&gt; &lt;(LEAD UNIT #)&gt; - &lt;PROPOSAL NUMBER&gt; - Small Business Development Plan Notification</td>
<td>Proposal &lt;epd #&gt; may require a small business development plan. If the budget exceeds $650,000 and the solicitation includes clause FAR 52.219-9, contact the UCSD Small Business Development Office (<a href="mailto:sbdo@ucsd.edu">sbdo@ucsd.edu</a>) for help with Small Business Subcontracting Plan requirements. Their website is <a href="http://blink.ucsd.edu/buy-pay/supplier/small-business.html">http://blink.ucsd.edu/buy-pay/supplier/small-business.html</a> (DEBUG: &quot;custom ucsd notification #9001 - action code 951&quot;)</td>
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