

# Developer Role Enhancement Transmit Initial Application Function

## Purpose of the change

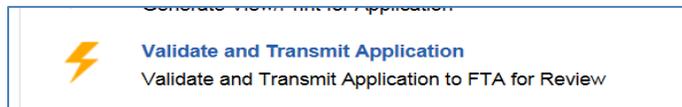
The purpose of the change is to increase functionality for the Developer User Role to “Transmit” the application to FTA for initial review. If your organization still requires the Submitter Role to submit the application for initial review, it will require some coordination. The Submitter must still formally submit the application once FTA has assigned the Federal Award Identification Number (FAIN) and determined it is ready for final reviews.

## Functionality

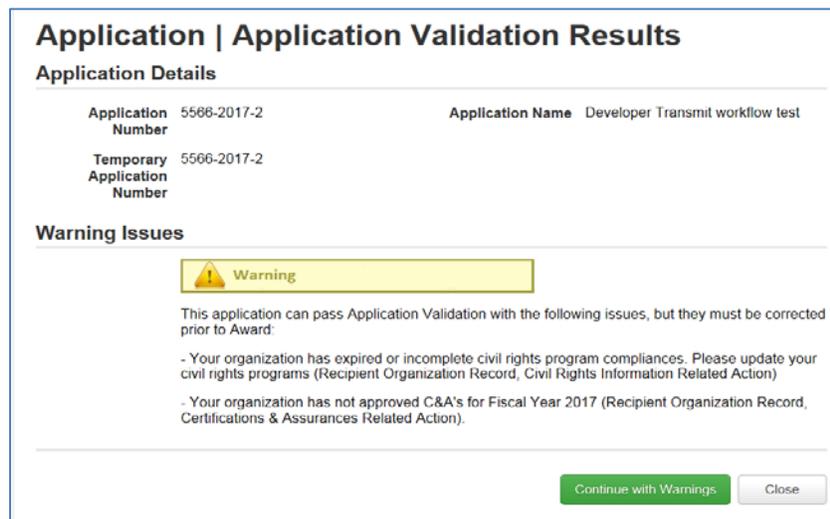
1. The functionality allows users with the Developer Role to “Transmit” the application in addition to validating the application.
2. This functionality applies to any New TrAMS Applications or Amendments to TrAMS awards.
3. This function applies to any amendments to TEAM awards.

## How does the Functionality Work?

1. Once your application is complete, **use the “Validate and Transmit Application” Related Action to initiate transmission sequence.**

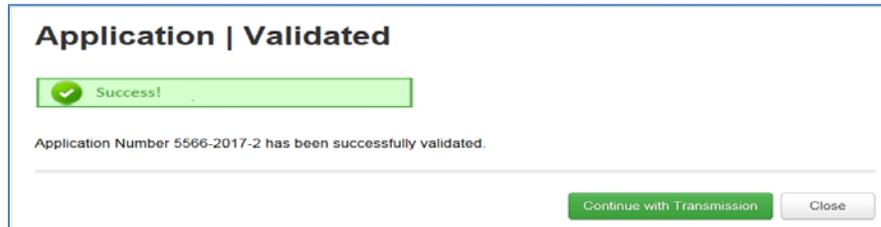


2. **Select the “Continue with Warnings” to complete the validation or close if you wish to address the warning messages. You can return to the Validate and Transmit action again if needed.**



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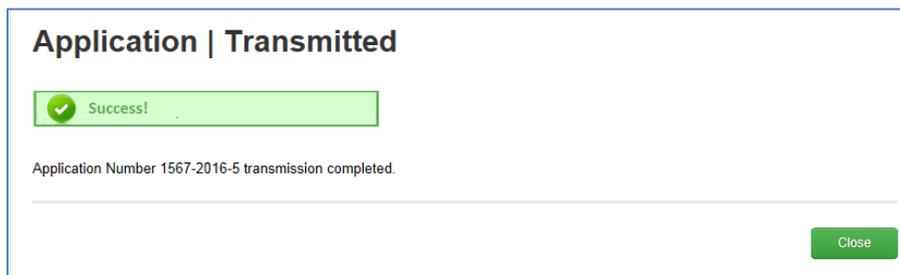
3. The below screen will populate. **CAUTION BEFORE YOU HIT THE GREEN BUTTON!**



The screenshot shows a modal window titled "Application | Validated". At the top, there is a green success bar with a checkmark icon and the text "Success!". Below this, a message states "Application Number 5566-2017-2 has been successfully validated." At the bottom right, there are two buttons: a green "Continue with Transmission" button and a grey "Close" button.

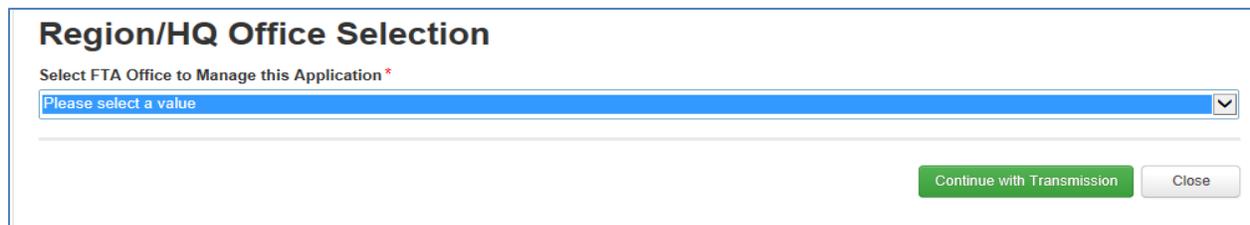
4. **CAUTION:** Here you must determine which User Role will complete the Transmit Function to FTA.
- If you know the **Submitter** will submit the initial application, you can “Close” the form here and the Submitter can log in and complete transmission.
  - If you are the **Developer**, and have the authority to transmit, you can select the “Continue with Transmission” button.

5. The “Transmitted” screen will populate.



The screenshot shows a modal window titled "Application | Transmitted". At the top, there is a green success bar with a checkmark icon and the text "Success!". Below this, a message states "Application Number 1567-2016-5 transmission completed." At the bottom right, there is a green "Close" button.

6. If you see the below screen display, you have identified your application type as a Cooperative Agreement. Select the applicable Regional or Headquarters Office that will manage this award and select Continue with Transmission button.



The screenshot shows a modal window titled "Region/HQ Office Selection". Below the title, there is a prompt: "Select FTA Office to Manage this Application \*". Underneath is a dropdown menu with the text "Please select a value" and a downward arrow icon. At the bottom right, there are two buttons: a green "Continue with Transmission" button and a grey "Close" button.

7. If your application is NOT a Cooperative Agreement type, close the form and return to the “Application Details” related action to update your application to a “grant” and restart the validate and transmit process.