

# CoeusLite My COI: Create Proposal Disclosure Relationships

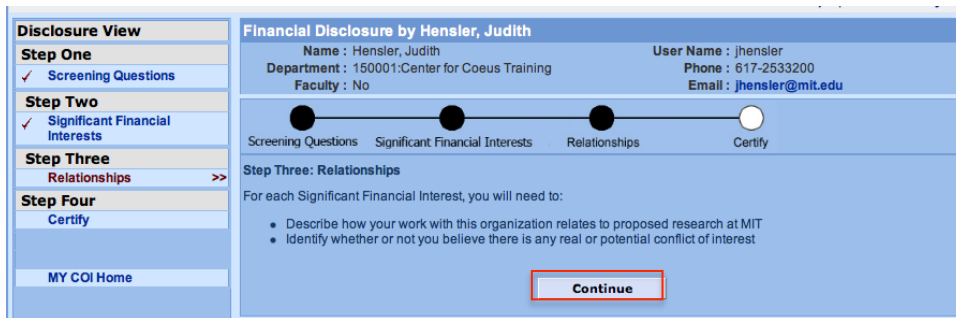


Proposal Disclosure is a four-step process including **Step 1: Screening Questions, Step 2: Significant Financial Interests, Step 3: Relationships, Step 4: Certify.**

## Step Three: Relationships

Instructions for **Relationships** will display. To access examples, click on the **Entity Sponsored Project Relationships** link.

1. Click the **Continue** button.

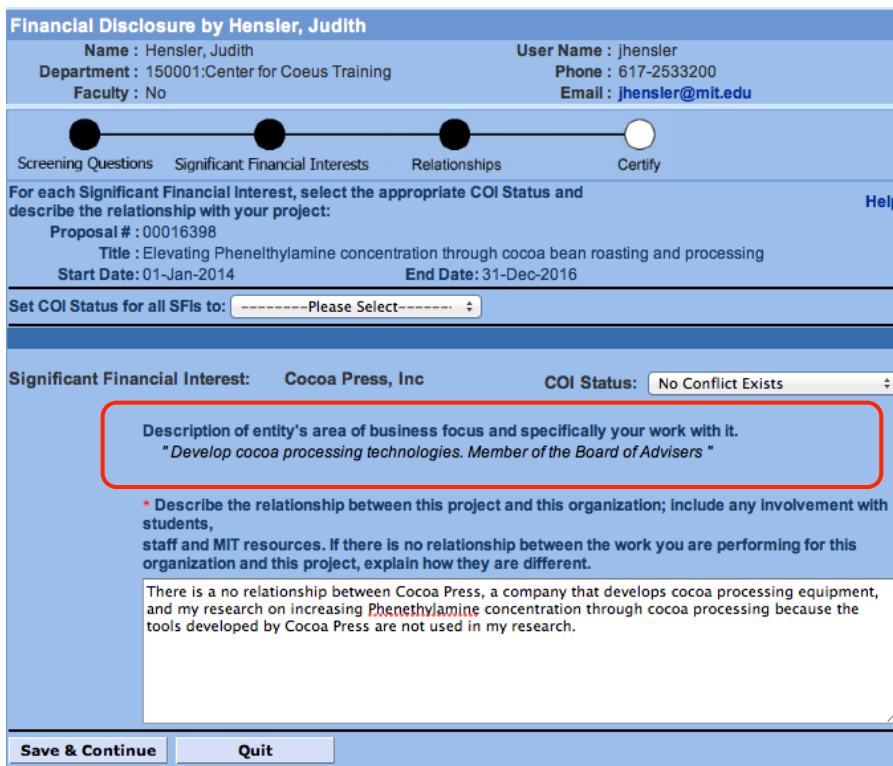


The Financial Disclosure Relationship screen will display details, such as **Proposal #, Title, Start and End Date** will in the upper portion of the screen. The Financial Disclosure Relationship screen is divided into two sections:

**Project Details** – Proposal #, Title, Start and End Date.

**Significant Financial Interest** – for each SFI, the Entity Name and description you entered in Step 2 will display.

You must enter a detailed description of the relationship of the SFI to the Project.



1. You may use the **Set COI Status for all SFIs** menu to set the COI Status for each SFI listed in the lower portion of the screen, or you may select the **COI Status** for each Significant Financial Interest individually. Select from the following options:

<b>No Conflict Exists</b>	No financial conflict of interest
<b>Potential Relationship</b>	The Investigator has identified a potential relationships between his/her SFIs and his or her Institutional Responsibilities

1. In the text box, you must enter a detailed description of the relationship between the SFI and the specific project. If no relationship exists, add details as to why they are not related. "None" or "no relationship" are not acceptable answers.
2. When you have completed the Relationship screen for the Project and each SFI listed, click **Save & Continue** to progress to **Step 4: Certify**. See the *CoeusLite: My COI Create Proposal Disclosure Certify* Quick Reference card for more information.

**Financial Disclosure by Hensler, Judith**

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 Faculty : No      Email : jhensler@mit.edu

Screening Questions    Significant Financial Interests    Relationships    Certify

For each Significant Financial Interest, select the appropriate COI Status and describe the relationship with your project: [Help](#)

Proposal # : 00016398  
 Title : Elevating Phenethylamine concentration through cocoa bean roasting and processing  
 Start Date: 01-Jan-2014      End Date: 31-Dec-2016

Set COI Status for all SFIs to: -----Please Select-----

Significant Financial Interest: Cocoa Press, Inc      COI Status: No Conflict Exists

Description of entity's area of business focus and specifically your work with it.  
*"Develop cocoa processing technologies. Member of the Board of Advisers "*

\* Describe the relationship between this project and this organization; include any involvement with students, staff and MIT resources. If there is no relationship between the work you are performing for this organization and this project, explain how they are different.

There is a no relationship between Cocoa Press, a company that develops cocoa processing equipment, and my research on increasing Phenethylamine concentration through cocoa processing because the tools developed by Cocoa Press are not used in my research.

**Save & Continue**      Quit



If you **Quit** before completing the Proposal Disclosure, you must return to CoeusLite My COI and click the **Other Disclosures in Progress** button under the **Revise** heading.

## Getting help

### MIT Financial Conflicts Of Interest in Research

MIT COI website – <http://coi.mit.edu>

MIT COI Policy – <http://coi.mit.edu/policy>

MIT COI User Guide – <https://coi.mit.edu/reference-and-user-guides/coi-user-guide>

### Conflict of Interest Officer

COI-help@mit.edu

Questions about the Conflict of Interest Policy

### Coeus Support Team

kc-help@mit.edu

CoeusLite My COI system issues and authorizations

Include your **Name, Contact information**, and a brief description of the problem you are experiencing.