

## NewsFlash!

**Announcement:** Yesterday, an issue was discovered within Cayuse/KCS2S that affects the accessibility of some opportunity packages. The error displays the message “Original Opportunity Unavailable” within some currently existing proposals and arose as a result of Grants.gov moving from an *http* to *https* protocol over the weekend.



If you see the above message, you will need to *Transform the existing proposal to the same opportunity number* within Cayuse/KCS2S. This effectively refreshes the applied Opportunity to the proposal. Once complete, the error message will be cleared.

### How to Transform the Proposal

1. Open your Proposal in Cayuse/KCS2S.
2. Click on the “Proposals” Tab (at the top of the screen) and locate the Proposal that you need to transform.
3. Click the “Copy/Transform” icon to the right of the Proposal.

Proposal	Title	PI	Modified	Type	Deadline
<a href="#">Heldens, John 2/5/09</a>		Heldens, John	2008-08-07	Rese...arent R01)	
<a href="#">John's R15</a>	Analysis of Reading Comprehension	Heldens, John	2008-08-07	Acad...ward (R15)	2008-03-15
<a href="#">U of D Subcontract</a>		Cullina, Matthew	2008-01-15	Subaward	

4. Click “Transform Proposal”.



5. Search for and select *the same opportunity* as the original Proposal by using the green plus icon.



6. You will be prompted to:

- Rename the Proposal.
- Copy all of the Proposal Attachments from the original Proposal.
- Select the due date.
- Select the validation type (this should automatically default to the correct entry).

7. Click “Transform Proposal”.

*You will now see both the original and the transformed Proposal in your Proposals List. The transformed Proposal should no longer contain the “Original Opportunity Unavailable” error. If you still see the “Original Opportunity Unavailable” message, the Proposal has not yet been transformed.*

8. The last step is to send an email to the [TARA Help Desk](#) and request that they connect your Quali Coeus (KC) Proposal Development Document to the newly transformed Proposal in Cayuse/KCS2S.

For further instructions on transforming your Cayuse/KC S2S Proposal, please see the [directions](#) provided by Cayuse.

### **Additional Assistance**

For additional assistance, please contact the [TARA Help Desk](#) at (213) 740-5857 or your [DCG Officer](#) in the Department of Contracts and Grants.