

Receipt of Award Notice Email – Navigating Kuali Research

When ORA makes a change to your award, your CA will send you an Award Notice to inform you of the change.

When you click on link in the Award Notice email, the system will launch Kuali Research and upon login with your UMD directory ID and password that award will open in view mode. The award will open on the Award tab, scroll down to the Details & Dates panel.

On the left, you will see the Transaction Type, Notice Date, and Version number. These tell you what the action was that was done, the date done, and the number of changes to the award (version #).

Details and Dates

hide Current Action

Transaction Type: Add Money

Notice Date: 06/20/2017

hide Institution

Award ID: 022929-00001

Version: 5

To find out more about the action taken, click on the **Comments, Notes & Attachments** tab to view the general comments and award attachments.

KC Award

Award Contacts Commitments Budget Versions Payment, Reports & Terms Special Review Custom Data Comments, Notes & Attachments Award Actions Medusa

Other tabs of interest: **Contacts**: the investigators and credit split; **Commitments**: cost share and F&A rate **Medusa**: access to related awards, subawards, and institutional proposals.

Time and Money (financial information)

On the right, under the Medusa tab, you will see the Time and Money button. The Time and Money module contains the financial information about the award.

Medusa

time & money expand all collapse all

The Time and Money tab shows the obligation date range and the obligated distributed and distributable amounts. Click on the Distributed/Distributable drop down on the right. You will see the amounts for each account

Go To: 022929-00001 go

current pending Distributed/Distributable

2 Nodes: Collapse All Expand All	Oblig. Start	Oblig. End	Project End		Obligated	Anticipated
022929-00001 : 5206040 : Luiz Pessoa : BSOS-Psychology	02/19/2015	01/31/2018	01/31/2020	Distributed:	11,314.99	11,314.99
				Distributable:	1,608,170.00	2,515,097.00
				Total:	1,619,484.99	2,526,411.99
022929-00002 : 5206340 : Luiz Pessoa : BSOS-Psychology	02/19/2015	01/31/2016	01/31/2016	Distributed:	0.00	0.00
				Distributable:	11,314.99	11,314.99
				Total:	11,314.99	11,314.99

For a more detailed explanation of the Award Module, please refer to the Kuali Research Basics Training Guide located [here](#).