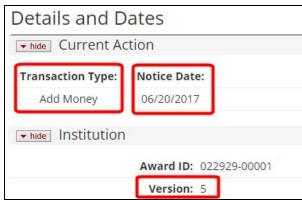# Receipt of Award Notice Email – Navigating Kuali Research

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 #).

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

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.

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

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