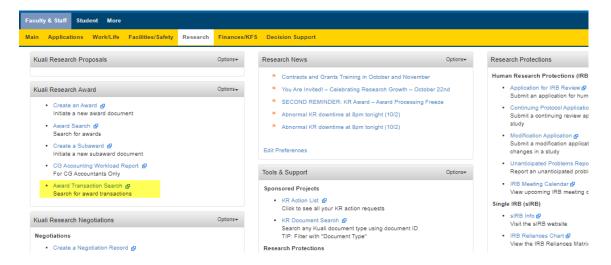# Instructions for Accessing and Viewing the **Award Transaction Summary**

1. Click on the **Award Transaction Summary** link from **Zotportal** > Research > Kuali Research Award**, OR,** access the link from the automated email that is sent to PI and Dept Admin when the Award is finalized by Sponsored Projects.
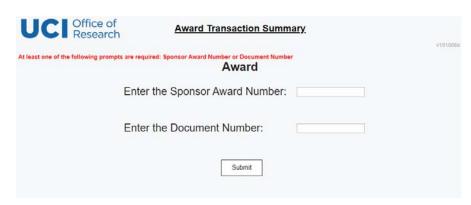
    The **Award Transaction Summary** is accessible with a valid UCINetId. When accessing the report form off campus, you will need to securely connect through a UCI VPN. For instructions on accessing the VPN, please visit the OIT Web page: https://www.oit.uci.edu/help/vpn/.

2. This will take you to the **Award Transaction Summary** search prompt below. Enter the Sponsor Award Number OR the KR Document Number. (Both numbers can be found on the automated email that is sent to PI and Dept Admin when the Award is finalized by Sponsored Projects.)
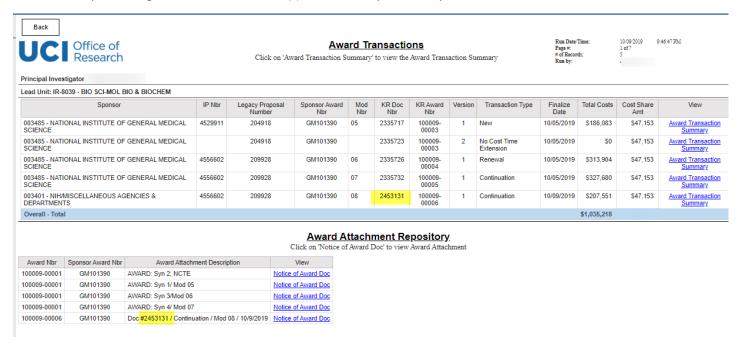
    Enter the **Sponsor Award Number** to display <u>ALL</u> transactions belonging to that Award.
    Enter the **KR Document Number** to display <u>the transaction only</u> that was processed by SPA.

    Click **Submit** to run the search.

(Cont. to next page)

3.   Results are displayed in chronological order, with the oldest transaction at the top. Results are grouped by Principal Investigator name and Lead Unit(s). At this time, you can only search for one Award at a time.

Back

UCI Office of Research

Award Transactions
Click on 'Award Transaction Summary' to view the Award Transaction Summary

Run Date/Time: 10/09/2019 9:46:47 PM
Page #: 1 of 7
# of Records: 5
Run by:

Principal Investigator

Lead Unit: IR-8039 - BIO SCI-MOL BIO & BIOCHEM

Sponsor	IP Nbr	Legacy Proposal Number	Sponsor Award Nbr	Mod Nbr	KR Doc Nbr	KR Award Nbr	Version	Transaction Type	Finalize Date	Total Costs	Cost Share Amt	View
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE	4529911	204918	GM101390	05	2335717	100009-00003	1	New	10/05/2019	$186,083	$47,153	Award Transaction Summary
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE		204918	GM101390		2335723	100009-00003	2	No Cost Time Extension	10/05/2019	$0	$47,153	Award Transaction Summary
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE	4556602	209928	GM101390	06	2335726	100009-00004	1	Renewal	10/05/2019	$313,904	$47,153	Award Transaction Summary
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE	4556602	209928	GM101390	07	2335732	100009-00005	1	Continuation	10/05/2019	$327,680	$47,153	Award Transaction Summary
003401 - NIH/MISCELLANEOUS AGENCIES & DEPARTMENTS	4556602	209928	GM101390	08	2453131	100009-00006	1	Continuation	10/09/2019	$207,551	$47,153	Award Transaction Summary
Overall - Total										$1,035,218		

Award Attachment Repository
Click on 'Notice of Award Doc' to view Award Attachment

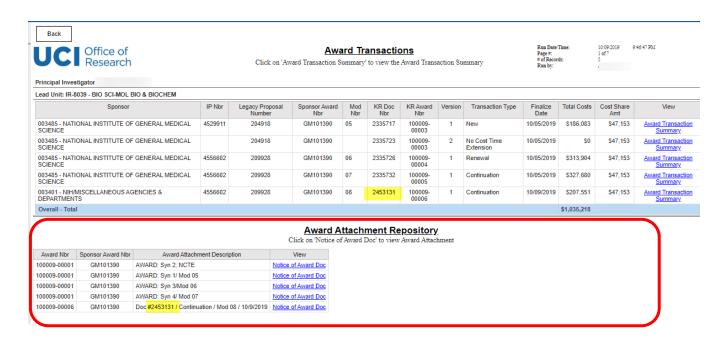| Award Nbr	Sponsor Award Nbr	Award Attachment Description	View
100009-00001	GM101390	AWARD: Syn 2; NCTE	Notice of Award Doc
100009-00001	GM101390	AWARD: Syn 1/ Mod 05	Notice of Award Doc
100009-00001	GM101390	AWARD: Syn 3/Mod 06	Notice of Award Doc
100009-00001	GM101390	AWARD: Syn 4/ Mod 07	Notice of Award Doc
100009-00006	GM101390	Doc #2453131 / Continuation / Mod 08 / 10/9/2019	Notice of Award Doc

Here is an explanation of the columns.

- **Sponsor –** Entity that is funding the award.

- **IP Nbr** –The Institutional Proposal (IP) Number is the official proposal of record. The Proposal Development Document can be linked back to the IP Number.

- **Legacy Proposal Number** – If this award was imported to KR Award from the SPA Legacy system, it will contain a Legacy Proposal number. For old awards where the proposal was submitted outside of KR/KC (prior to the KC/KR implementation), there may be a legacy proposal number.

- **Sponsor Award Nbr** – This is the award number that is assigned by the sponsor. This field is required.

- **Mod Nbr** – This is the modification number that is assigned by the sponsor. This is optional.

- **KR Doc Nbr** – This is the auto-assigned KR document number that belongs to the KR Award transaction. You can provide this number to the SPA Officer if you want them to look at this exact transaction in KR Award.

- **KR Award Nbr** – This is another auto-assigned KR number but it refers to the entire award family (100009) plus sequence number (00003).

- **Version** – Depending on the type of transaction processed by SPA, it may be assigned a Version number.

(Cont. to next page)

- **Transaction Type** – this is the transaction type that SPA has assigned to this transaction. Previously known as Action Type.
- **Finalize Date** - this is the date that the SPA Officer finished with the KR Award transaction and clicked "submit" in the KR Award system. A nightly batch process will make it available in this Award Transaction Summary search results the next day. For example, if SPA Officer clicked "submit" on Monday, the transaction will show up in this Award Transaction Search on Tuesday morning.

- **Total Costs** – Each line represents the Total Cost (Direct + F&A) for that transaction only. The sum total of the entire award is displayed in the Overall Total in the blue bar beneath all the transactions.

- **Cost Share Amount** – The cost share amount listed is the cost share commitment *to date* for that transaction.

4. Click on the **Award Transaction Summary** link (last column) to view the Award Transaction Summary PDF. This document replaces the e-Synopsis printout. See screenshot of the Award Transaction Summary PDF in **Exhibit 1.**

(Cont. to next page)

5. The section beneath the list of award transactions is the **Award Attachment Repository**. This section displays all of the Award Attachments associated with the award. (The Award attachment is the Notice of Award document issued by the sponsor, which is uploaded by SPA as part of the award record.) Select an attachment to view for this transaction. SPA will enter a description with the KR Doc Number so that you know which attachment pertains to this transaction, as many awards have multiple cycles/attachments.

Back

UCI Office of Research

Award Transactions
Click on 'Award Transaction Summary' to view the Award Transaction Summary

Run Date/Time: 10/09/2019 9:46:47 PM
Page #: 1 of 7
# of Records: 5
Run by:

Principal Investigator

Lead Unit: IR-8039 - BIO SCI-MOL BIO & BIOCHEM

Sponsor	IP Nbr	Legacy Proposal Number	Sponsor Award Nbr	Mod Nbr	KR Doc Nbr	KR Award Nbr	Version	Transaction Type	Finalize Date	Total Costs	Cost Share Amt	View
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE	4529911	204918	GM101390	05	2335717	100009-00003	1	New	10/05/2019	$186,083	$47,153	Award Transaction Summary
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE		204918	GM101390		2335723	100009-00003	2	No Cost Time Extension	10/05/2019	$0	$47,153	Award Transaction Summary
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE	4556602	209928	GM101390	06	2335726	100009-00004	1	Renewal	10/05/2019	$313,904	$47,153	Award Transaction Summary
003485 - NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCE	4556602	209928	GM101390	07	2335732	100009-00005	1	Continuation	10/05/2019	$327,680	$47,153	Award Transaction Summary
003401 - NIH/MISCELLANEOUS AGENCIES & DEPARTMENTS	4556602	209928	GM101390	08	2453131	100009-00006	1	Continuation	10/09/2019	$207,551	$47,153	Award Transaction Summary
Overall - Total										$1,035,218		

Award Attachment Repository
Click on 'Notice of Award Doc' to view Award Attachment

Award Nbr	Sponsor Award Nbr	Award Attachment Description	View
100009-00001	GM101390	AWARD: Syn 2; NCTE	Notice of Award Doc
100009-00001	GM101390	AWARD: Syn 1/ Mod 05	Notice of Award Doc
100009-00001	GM101390	AWARD: Syn 3/Mod 06	Notice of Award Doc
100009-00001	GM101390	AWARD: Syn 4/ Mod 07	Notice of Award Doc
100009-00006	GM101390	Doc #2453131 / Continuation / Mod 08 / 10/9/2019	Notice of Award Doc

(Cont. to next page)

Exhibit 1

UCI Office of Research

Award Transaction Summary Detail

Congratulations on your award! This page provides a summary of the information contained in the award issued by the sponsor. A separate KFS workflow notification will be sent to the Fiscal Officer when the expense account and fund for this award has been set up by Contracts and Grants Accounting. For a financial summary of this award, please refer to the Account Balance Overview tool located at https://accounting.uci.edu/cg/index.html.

Principal Investigator: JONATHAN LEW
Lead Unit: IR-8888 - OFFICE OF RESEARCH
Title: Thermodynamic, Scientific, Electronic characterizations of molecules

Sponsor Award Nbr: GM100410
Mod Nbr: 08
UC Acct: 444440
UC Fund: 29991

Award Transaction Details

KR Award Nbr:	**100009-00006**
Version:	**1**
KR Doc Nbr:	**2453131**
Institutional Proposal Nbr:	**04556602**
Previous Award Nbr:	
Transaction Type:	**Continuation**
Award Type:	**Grant**
Activity Type:	**Basic Research**
Project Start Date:	**04/01/2012**
Project End Date:	**04/30/2021**

Sponsor:	**003401 - NIH/MISCELLANEOUS AGENCIES & DEPARTMENTS**
Prime Sponsor:	
On/Off Campus:	**On-Campus**
*F & A Rate:	**54.50 MTDC**

Obligations for this transaction

Direct Cost:	**$156,551**
F & A Cost:	**$51,000**
Total Cost:	**$207,551**

Obligation Start Date:	**04/01/2012**
Obligation End Date:	**04/30/2021**

Notice Date:	**10/06/2019**

Cost Share and Authorized Preaward Spending

Total Cost Share Amt to Date:	**$47,153**
RAS-Authorized Preaward Spending Amt:	
RAS Date:	
RAS Comments:	

---

*Please note that the indirect cost rate assessed on this award may be different than the indirect cost rate awarded by the sponsor. Please refer to the Account Balance Overview tool located at: https://accounting.uci.edu/cg/index.html to verify the indirect cost rate assessed on this award.

Special Review

    Compliance Type: IRB - Approved - 2018-9924 - 12/31/2020

Additional Key Personnel

    PI/Contact: JONATHAN LEW

Sponsor Terms

Equipment Approval Terms:	Equipment can be purchased as approved in the Award.
Invention Terms:	Standard UCI patentable IP terms and conditions.
Prior Approval Terms:	All items in attached budget constitute prior approval.
	Prior approval required for change in PI, 3 month absence or 25% reduction in effort.
	Prior approval required for substantive changes in SOW
Property Terms:	Title to UCI
Publication Terms:	Unrestricted
Referenced Document Terms:	NIH Grants Policy Statement
	45 CFR Part 75 - Uniform Admin Reqs, Cost Principles, and Audit Reqs for HHS Award
	2 CFR Part 200 - Uniform Admin Reqs, Cost Principles, and Audit Reqs for Federal Awards
	NIH Salary Cap applies
	Please refer to the current Notice of Award for additional terms and conditions
Rights In Data Terms:	UCI owns all data
Subaward Approval Terms:	If applicable, please review agreement
Travel Restrictions Terms:	UCI Travel Policy applies
	Foreign Travel - ensure compliance with the requirements of the Fly America Act.
	All domestic travel budgeted in proposal is approved.

Sponsored Projects Comments:

    General - See the award document from the sponsor for all terms and conditions. Additional SPA remarks here.