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 ALL transactions belonging to that Award.
Enter the KR Document Number to display the transaction only that was processed by SPA.

Click Submit to run the search.
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.

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.
• **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.
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.

(Cont. to next page)
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

<table>
<thead>
<tr>
<th>Award Transaction Details</th>
<th>Obligations for this transaction</th>
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<tbody>
<tr>
<td>KR Award Nbr: 100009-00006</td>
<td>Direct Cost: $156,551</td>
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<tr>
<td>Version: 1</td>
<td>F &amp; A Cost: $51,000</td>
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<tr>
<td>KR Doc Nbr: 2453131</td>
<td>Total Cost: $207,551</td>
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<td>Institutional Proposal Nbr: 04556602</td>
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<tr>
<td>Previous Award Nbr:</td>
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<td>Transaction Type:</td>
<td>Obligation End Date: 04/30/2021</td>
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<tr>
<td>Grant</td>
<td>Notice Date: 10/06/2019</td>
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<tr>
<td>Activity Type: Basic Research</td>
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<td>Project Start Date: 04/01/2012</td>
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<tr>
<td>Project End Date: 04/30/2021</td>
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</tbody>
</table>

**Cost Share and Authorized Preaward Spending**

| Sponsor: 003401 - NIH/MISCELLANEOUS AGENCIES & DEPARTMENTS | Total Cost Share Amt to Date: $47,153 |
| Prime Sponsor: | RAS-Authorized |
| On/Off Campus: On-Campus | Preaward Spending Amt: |
| *F & A Rate: 54.50 MTDC | RAS Date: |
|                        | RAS Comments: |
Award Transaction Summary Detail

Special Review
Compliance Type: IRB - Approved - 2018-99244 - 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.

*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/ep/index.html to verify the indirect cost rate assessed on this award.