



Office of Research and Sponsored Programs

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Viewing Award Information in Kual

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Purpose: To understand the process for finding award information in Kual Award module.

- As a researcher, search “View my awards” in the search box or click on “All my awards” from the Researcher tab at the top of the navigation panel. Your name will automatically populate in the “Investigator” field and search for your awards.
- As a unit administrator, click on the magnifying glass next to “Award” from the Unit tab at the top of the navigation panel. The award look-up page appears, and you can search by several fields. To find a PI’s award, search under “Investigator” by using the magnifying glass to identify a person, then click search.

Search results will appear at the bottom of the page. Find the award you are interested in and click “Open.”

To explore additional information within each tab, click the “Show” button to the right of each category.

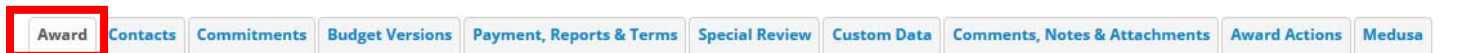


You can also click on “Expand All” or “Collapse All” on the far right of the screen.



AWARD

Information included - Title, Sponsor, Project Dates, Award Dollars and Subawards.



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Document Overview	show
Funding Proposals	show
Details & Dates	show
Subawards	show
Sponsor Template	show
Keywords	show

CONTACTS

Information included – Key Personnel, Internal Unit Contacts, and Sponsor Contacts (such as program officer and sponsor administration).

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) [Special Review](#) [Custom Data](#) [Comments, Notes & Attachments](#) [Award Actions](#) [Medusa](#)

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Key Personnel and Credit Split (1)

[▶ show](#)

Unit Contacts (4)

[▶ show](#)

Sponsor Contacts (2)

[▶ show](#)

Central Administration Contacts (0)

[▶ show](#)

COMMITMENTS

Information included – Cost share, Rates (including F&A rate information), and Preaward Authorizations.

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) [Special Review](#) [Custom Data](#) [Comments, Notes & Attachments](#) [Award Actions](#) [Medusa](#)

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Cost Sharing

[▶ show](#)

Rates

[▶ show](#)

Preaward Authorizations

[▶ show](#)

BUDGET VERSIONS

Information included – Budget Overview

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) [Special Review](#) [Custom Data](#) [Comments, Notes & Attachments](#) [Award Actions](#) [Medusa](#)

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Budget Overview (001556-00001:)

[▶ show](#)

Budget Versions (001556-00001:)

[▶ show](#)

Budget Limits (001556-00001:)

[▶ show](#)

PAYMENT, REPORTS & TERMS

Information included – Payment and Invoice Requirements, Report Classes (including information about reporting requirements for the award), Terms of the Award, and Award Closeout information.

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) **[Payment, Reports & Terms](#)** [Special Review](#) [Custom Data](#) [Comments, Notes & Attachments](#) [Award Actions](#) [Medusa](#)

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Payment & Invoices	▶ show
Contract And Grants Billing	▶ show
Reports	▶ show
Terms	▶ show
Special Approval	▶ show
Closeout	▶ show

SPECIAL REVIEW

Information included – Research Compliance Approval and Expiration.

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) **[Special Review](#)** [Custom Data](#) [Comments, Notes & Attachments](#) [Award Actions](#) [Medusa](#)

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Special Review	▼ hide
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Special Review

* Type	* Approval Status	Protocol Number	Application Date	Approval Date	Expiration Date
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[close](#)

COMMENTS, NOTES & ATTACHMENTS

Information included – Internal MU comments and notes, and Award Documentation or other Attachments pertaining to the award.

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) [Special Review](#) [Custom Data](#) **[Comments, Notes & Attachments](#)** [Award Actions](#) [Medusa](#)

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Comments (0)

[▶ show](#)

Notes (0)

[▶ show](#)

Attachments (0)

[▶ show](#)

AWARD ACTIONS

Information included – Print Award Information and Find high level award balance information (this information will be found under the Create Account tab and will be available soon).

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) [Special Review](#) [Custom Data](#) [Comments, Notes & Attachments](#) **[Award Actions](#)** [Medusa](#)

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Data Validation

[▶ show](#)

Hierarchy Actions

[▶ show](#)

Award Hierarchy Sync

[▶ show](#)

Print

[▶ show](#)

Route Log

[▶ show](#)

Create Account

[▶ show](#)

Time and Money Post History

[▶ show](#)

MEDUSA

Information included – Links to all Quali modules involving this award, including applications/proposal development approved through the system.

[Award](#) [Contacts](#) [Commitments](#) [Budget Versions](#) [Payment, Reports & Terms](#) [Special Review](#) [Custom Data](#) [Comments, Notes & Attachments](#) [Award Actions](#) **Medusa**

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Medusa ▼ hide

Medusa

View:

Proposal > Award

Award > Proposal

 Institutional Proposal 00020490