How to find the active subawards associated with a particular award

In Kuali Research, use the left navigation menu to select Common Tasks
Under the Awards card, select Search Awards
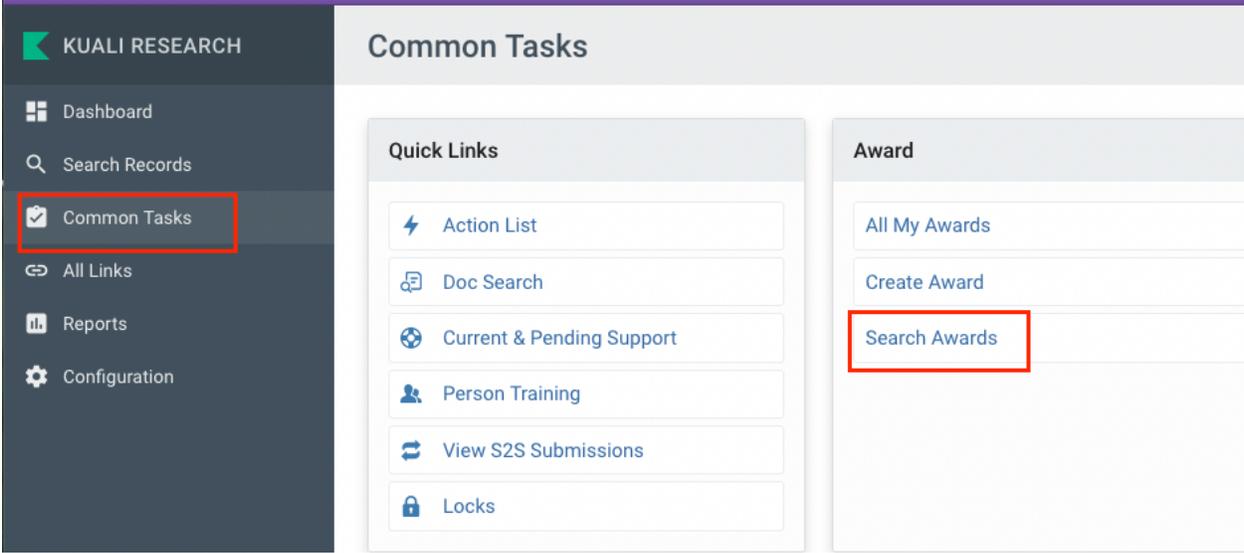
In the Award Lookup, use information you know to look up UMB's award.

> Award ID is the Kuali Research Award number, in the format 123456-00011
> Account ID is the Quantum Award or PID
> Use the asterisk to find all records associated with an award.
>> EXAMPLE: Award ID 306478*
>> EXAMPLE: Account ID 3000929*

In the search results, select the -00001 award record and click on the Medusa link that appears in the left column. This will open up a hierarchy of records associated with the award. The five- or six-digit number on the subaward line is the Subaward ID that is entered in a Subaward Request for a modification to an existing subaward.

EXAMPLES:

Click the small triangle to the left of a Subaward line to open and view high-level information about the subaward. The example below shows just part of the data available; dates and amounts are also included.

Click the Open Subaward button to open the record. The record includes more details and documents associated with the subaward request including the issued agreement and modifications.

Kuali Research Access note:

If you have Department Post-award roles in Kuali Research for your unit, you should be able to open and view the records as described. Department Pre-award roles will not provide this access. If the Lead Unit for the award is another department/school, then you may not have the permissions in Kuali Research to view the award. Roles are granted for a specific UMB unit or units.

Please complete the following form if you need to add access to view awards and subawards or add additional departments to your existing roles:
https://www.umaryland.edu/kualicoeus/user-access-and-requests/change-user-role-or-unit/