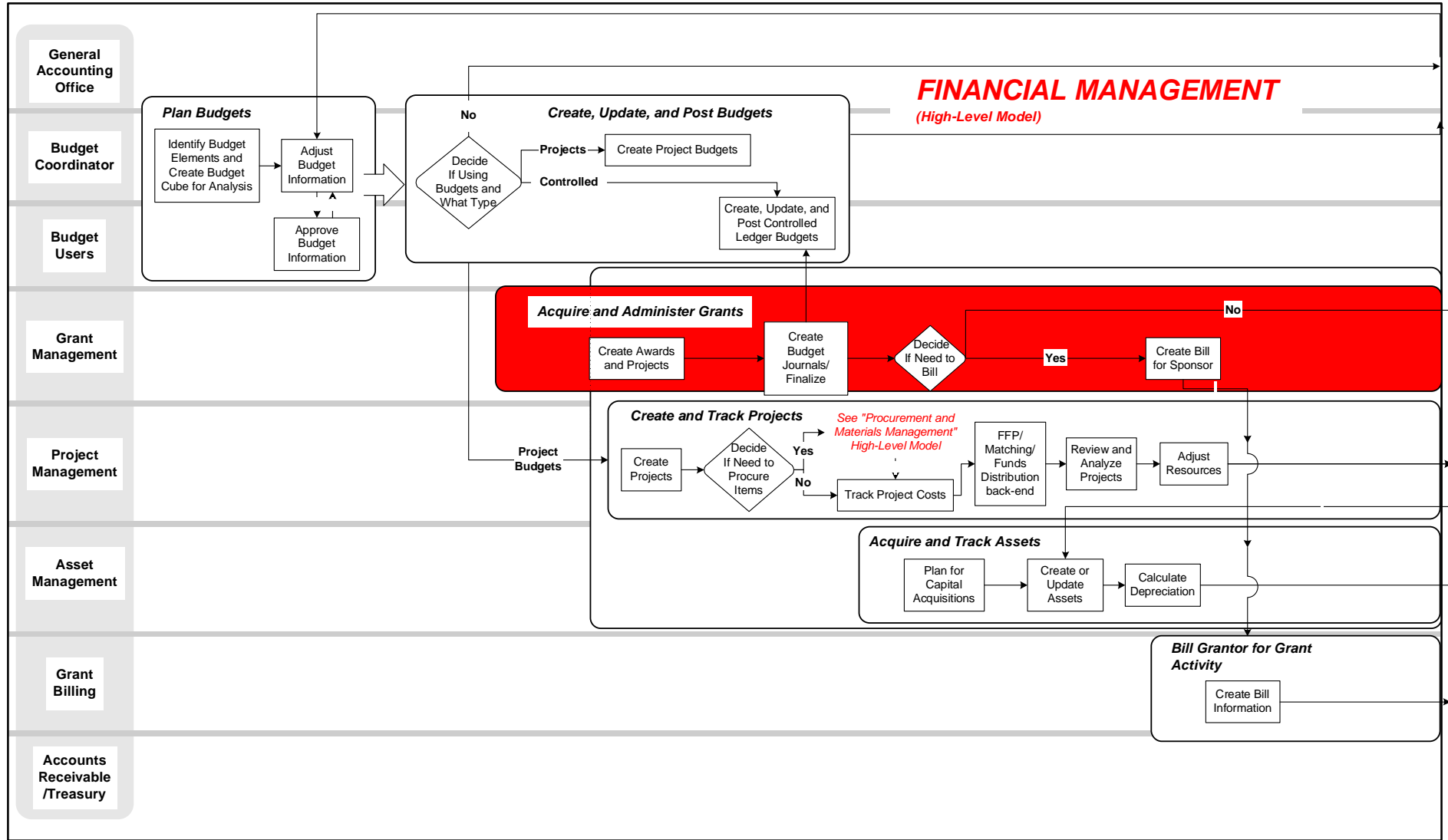


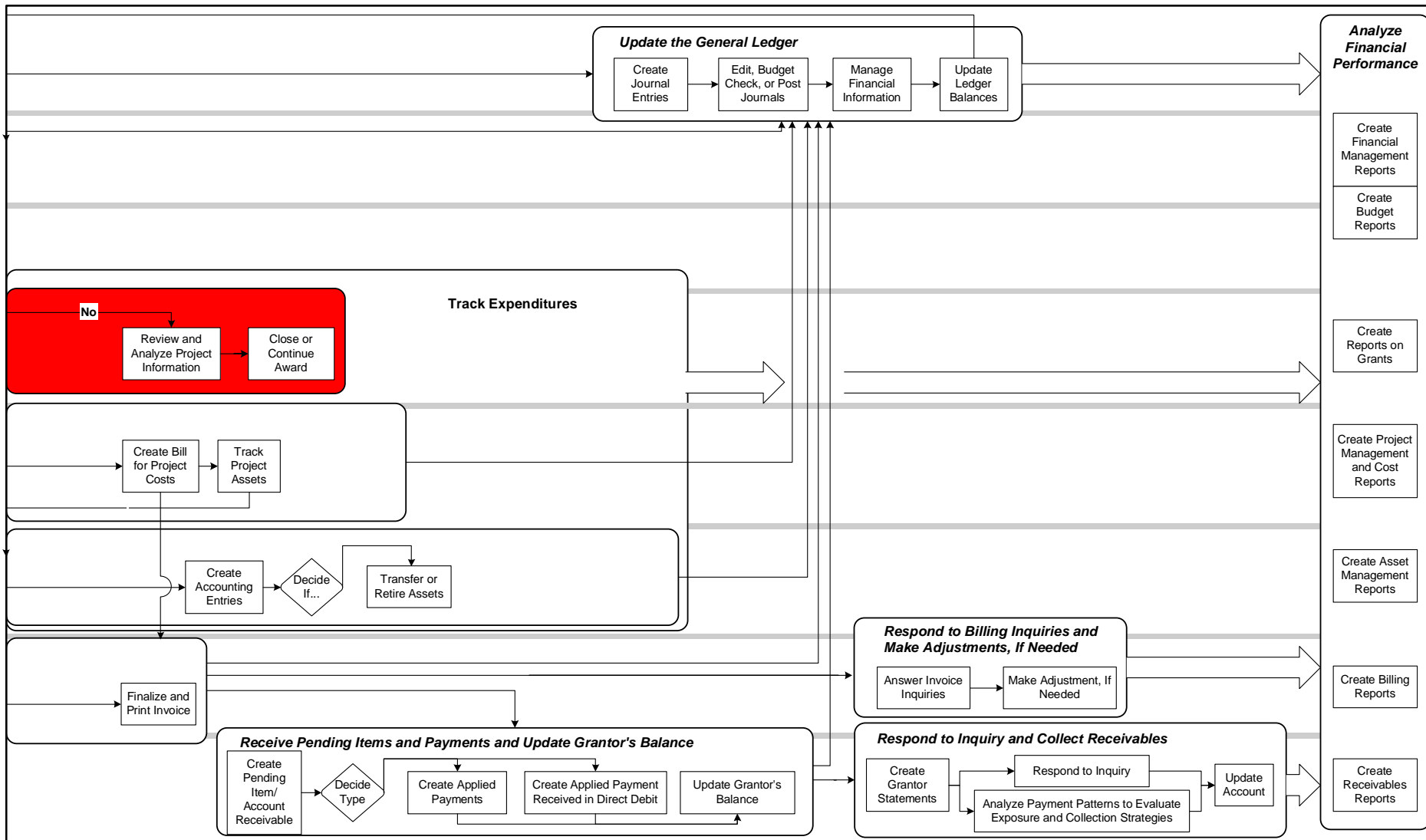
A1. Acquire and Administer Grants

The end-to-end business process of Acquire and Administer Grants is triggered when you receive a grant to complete a project. The process includes creating awards and projects, posting budgets, calculating indirect costs, reviewing and analyzing project information, identifying award amendments, and creating a bill the for grantor. It concludes when grants are closed.

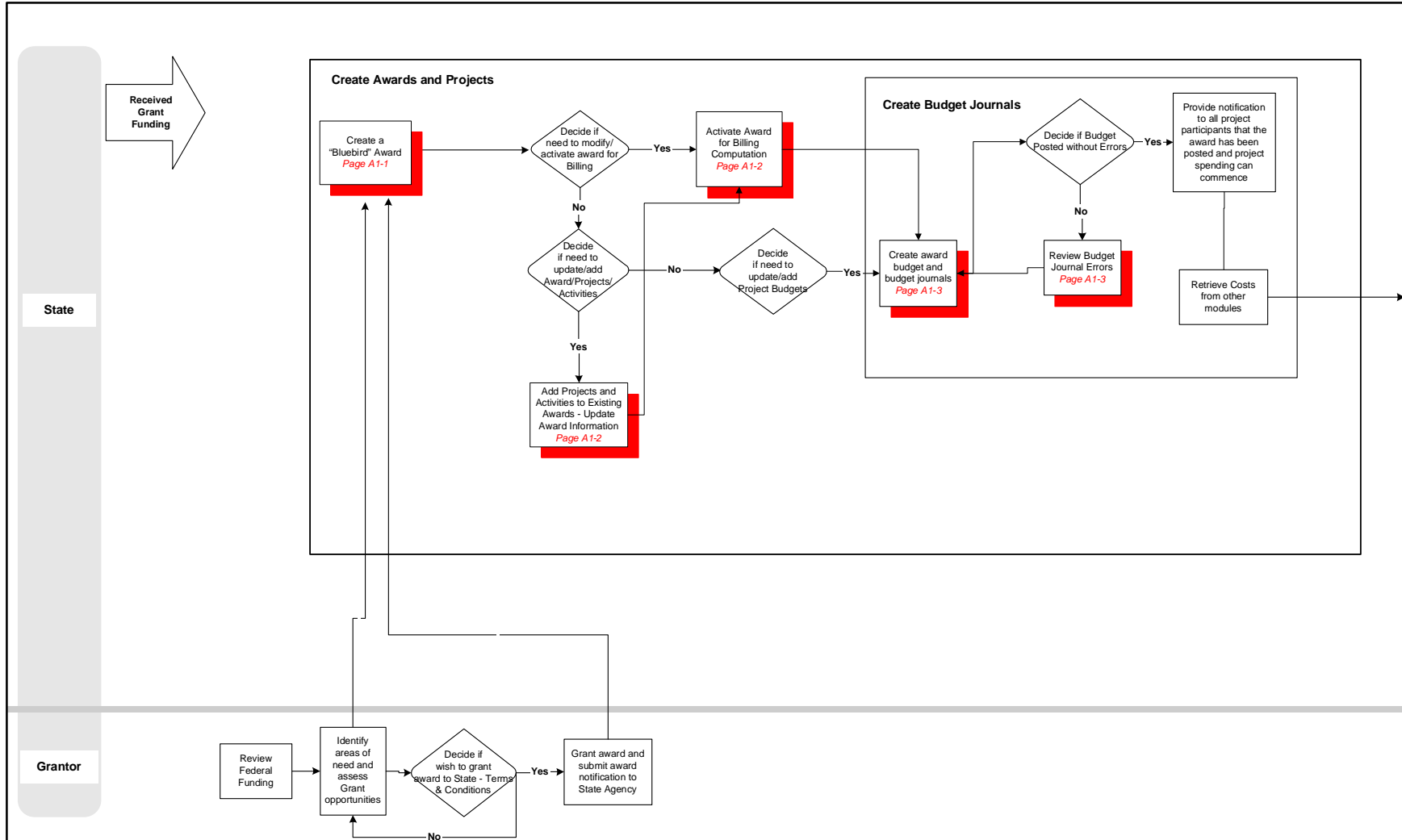
In this section:

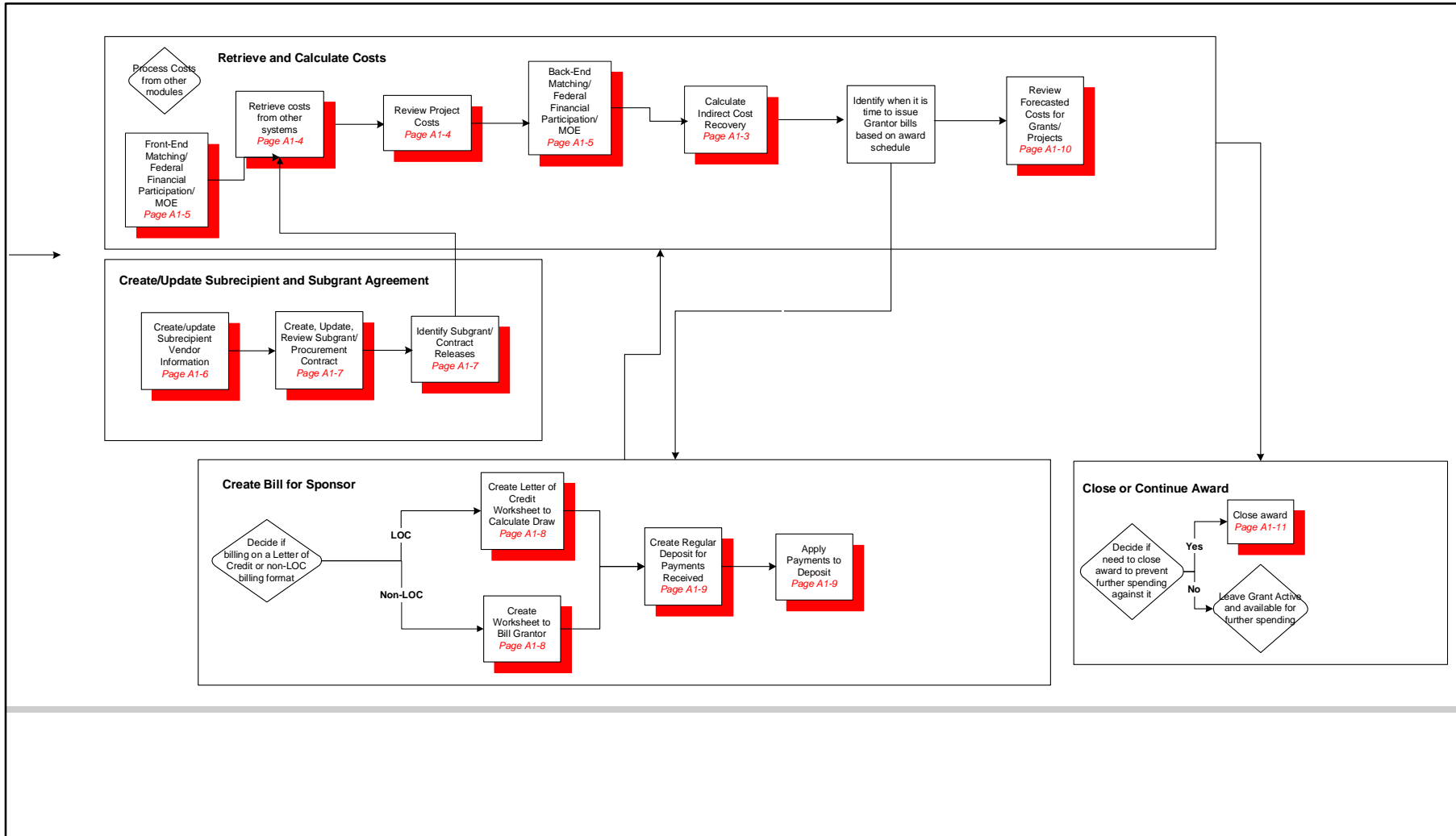
Financial Management (High-Level Model)	A1-a		
Acquire and Administer Grants Business Process (Mid-Level Model)	A1-b		
Create or Update Grantor File	A1-1a	Create/Update Subrecipient Vendor Information	A1-6
Create a "Bluebird" Award	A1-1	Create, Update, or Review Subrecipient/ Vendor Contract	A1-7
Add Projects and Activities to Existing Awards (Revenue Contract Amendment) - Update Award Information	A1-2	Identify Subgrant/Contract Releases	A1-7
Activate Award for Billing Computation	A1-2	Create Worksheet to Bill Grantor	A1-8
Create Award Budget and Budget Journals	A1-3	Create Letter of Credit Worksheet to Calculate Draw	A1-8
Review Budget Journal Errors	A1-3	Create Regular Deposit for Payments Received	A1-9
Calculate Indirect Cost Recovery	A1-3	Apply Payments to Deposit	A1-9
Retrieve Costs from Other Systems	A1-4	Review Forecasted Costs for Grant/Projects	A1-10
Review Project Costs	A1-4	Close Award	A1-10
Matching/Federal Financial Participation		Inter-Agency	A1-11
/Maintenance of Effort Front-End and Back-End	A1-5	Pre-Paid Award	A1-12





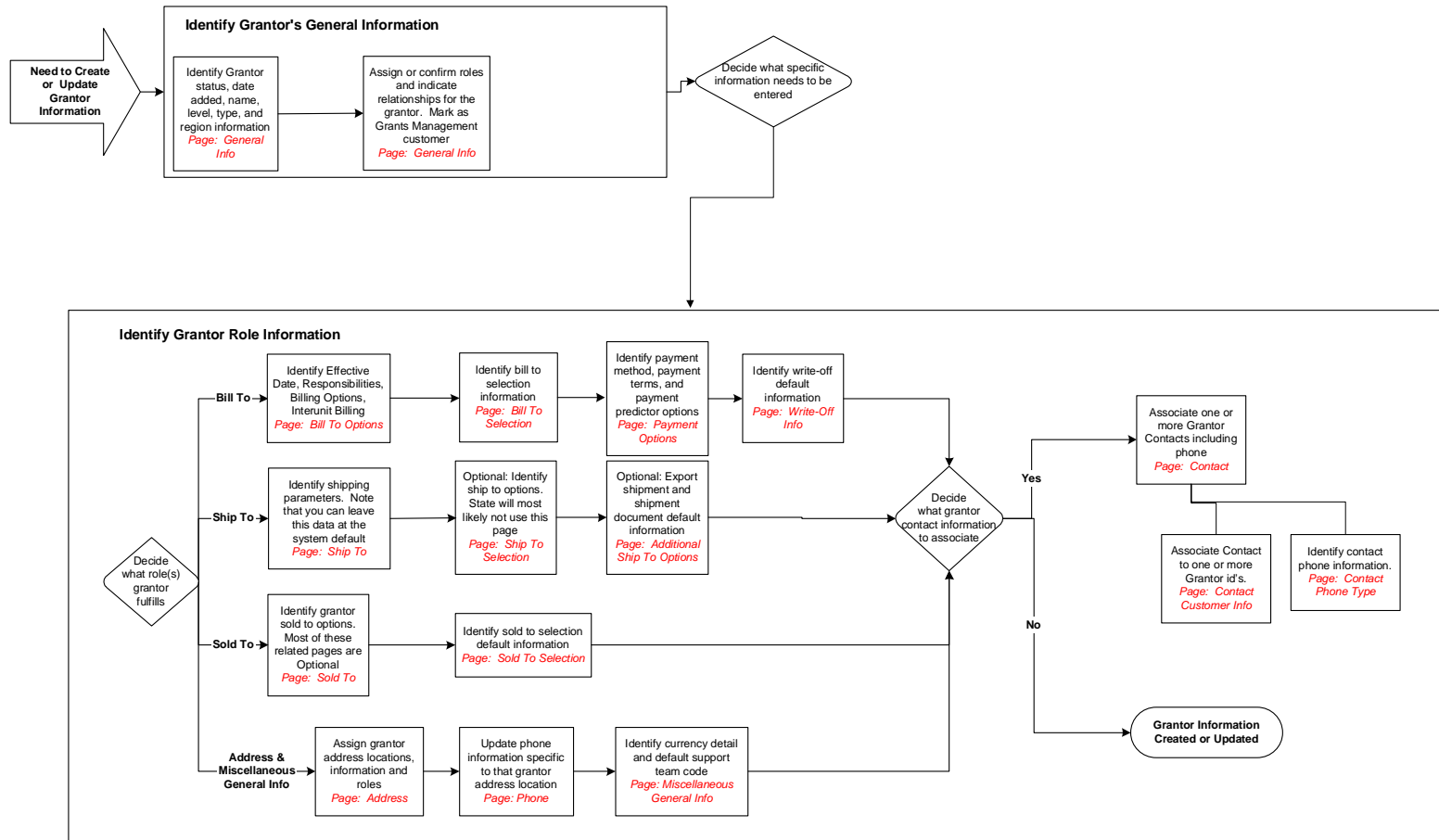
Acquire and Administer Grants





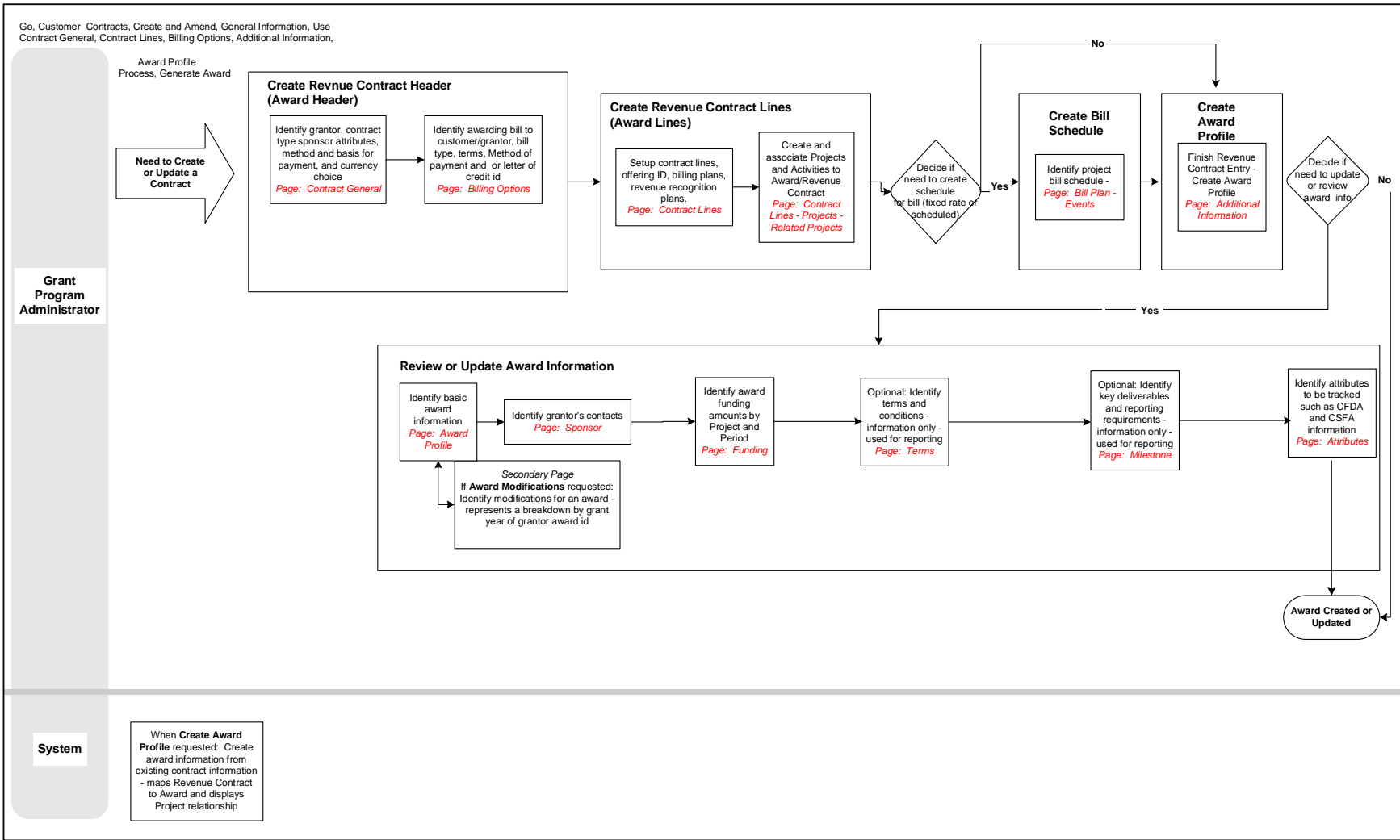
Create or Update Grantor Information

Customer, Customer Information, General Information
Customer, Contact Information

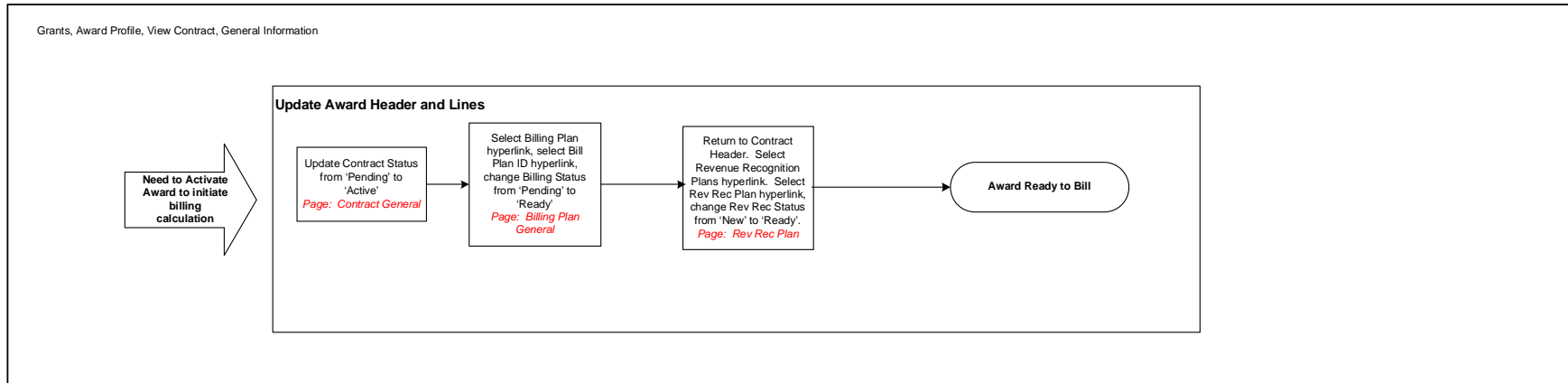


Agency Grant Specialist

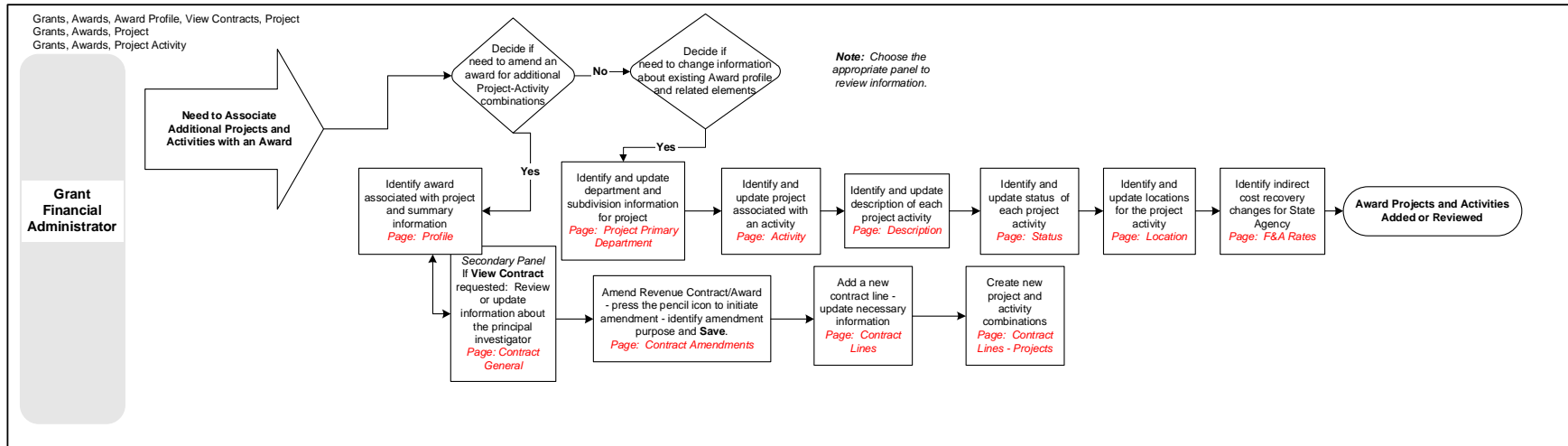
Create a "Bluebird" Award



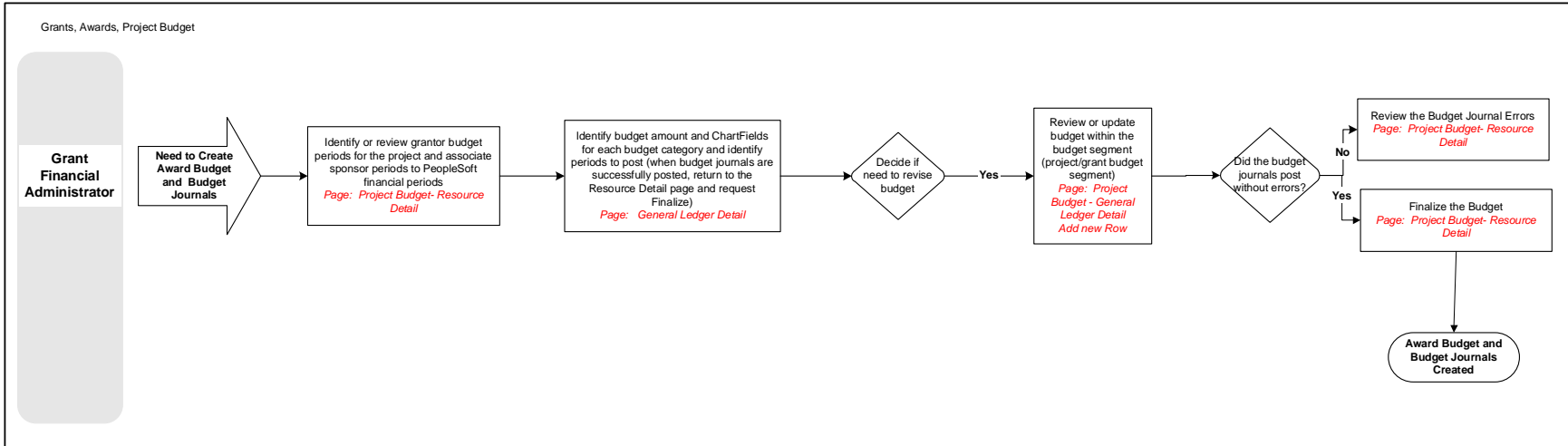
Activate Award for Billing Computation



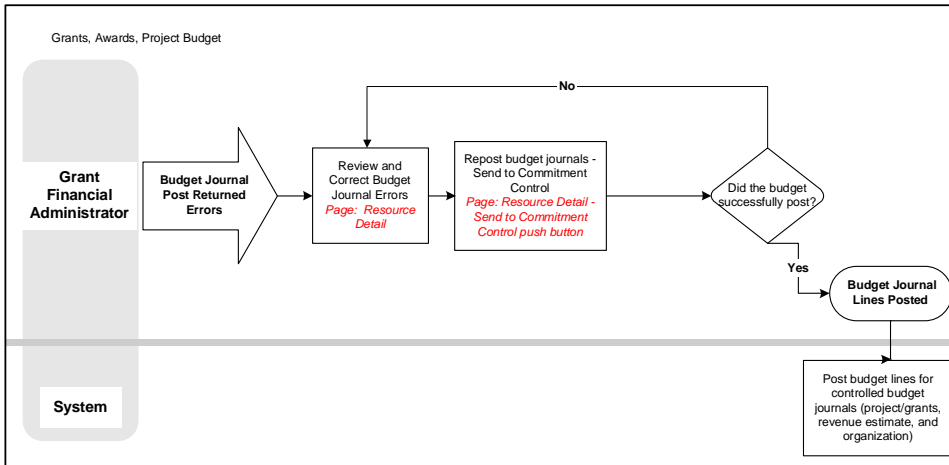
Revise Grants - for example, Add Projects & Activities, Update Award Information



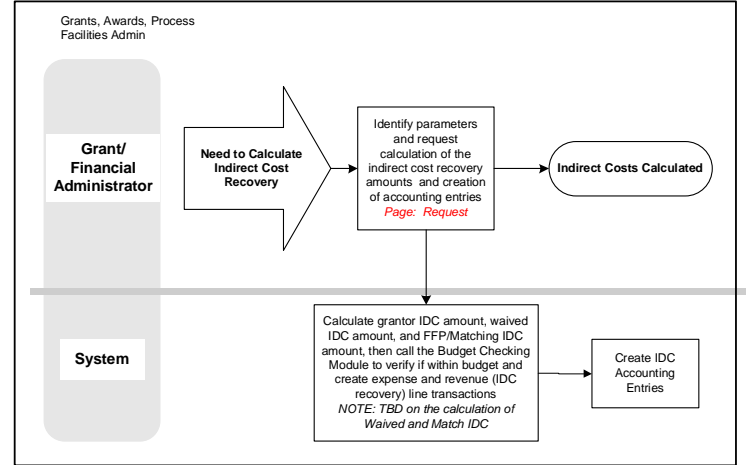
Create Award Budget and Budget Journals



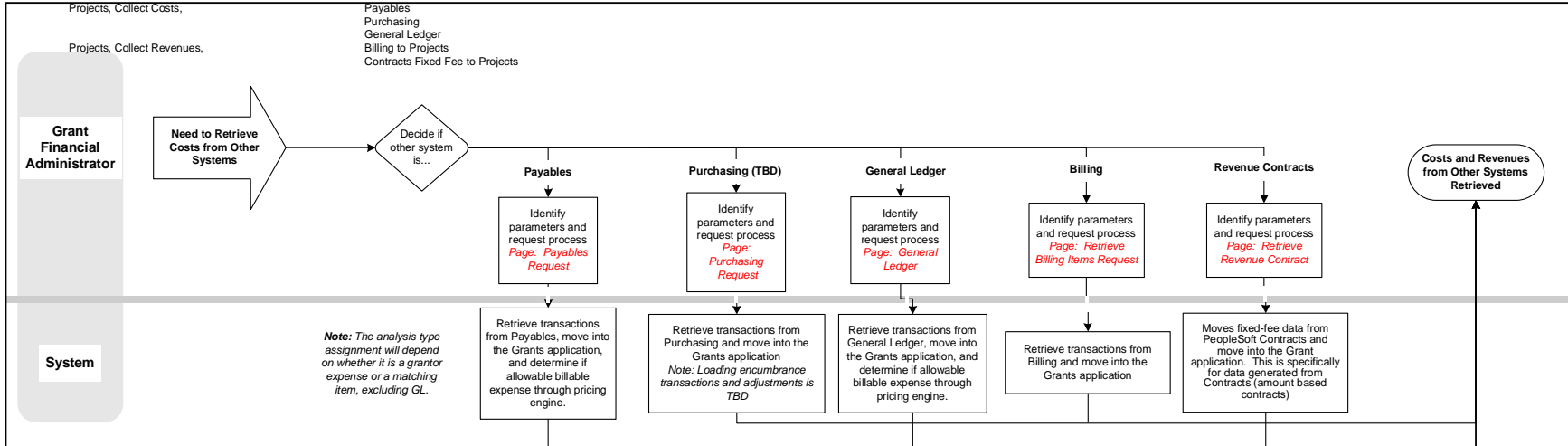
Review Budget Journal Errors



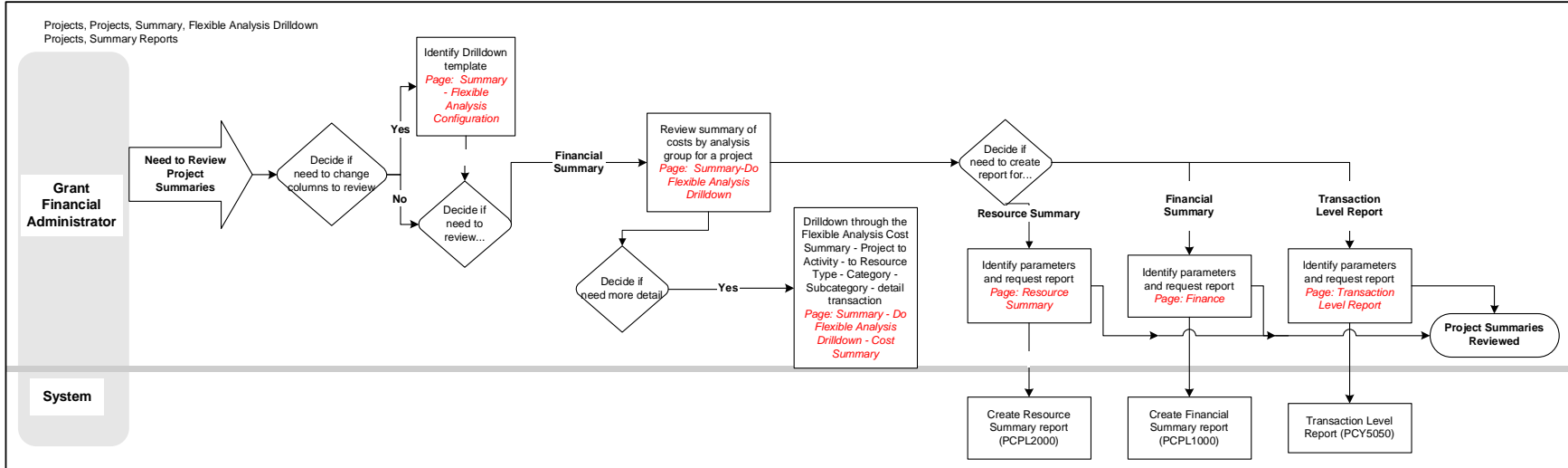
Calculate Indirect Cost Recovery



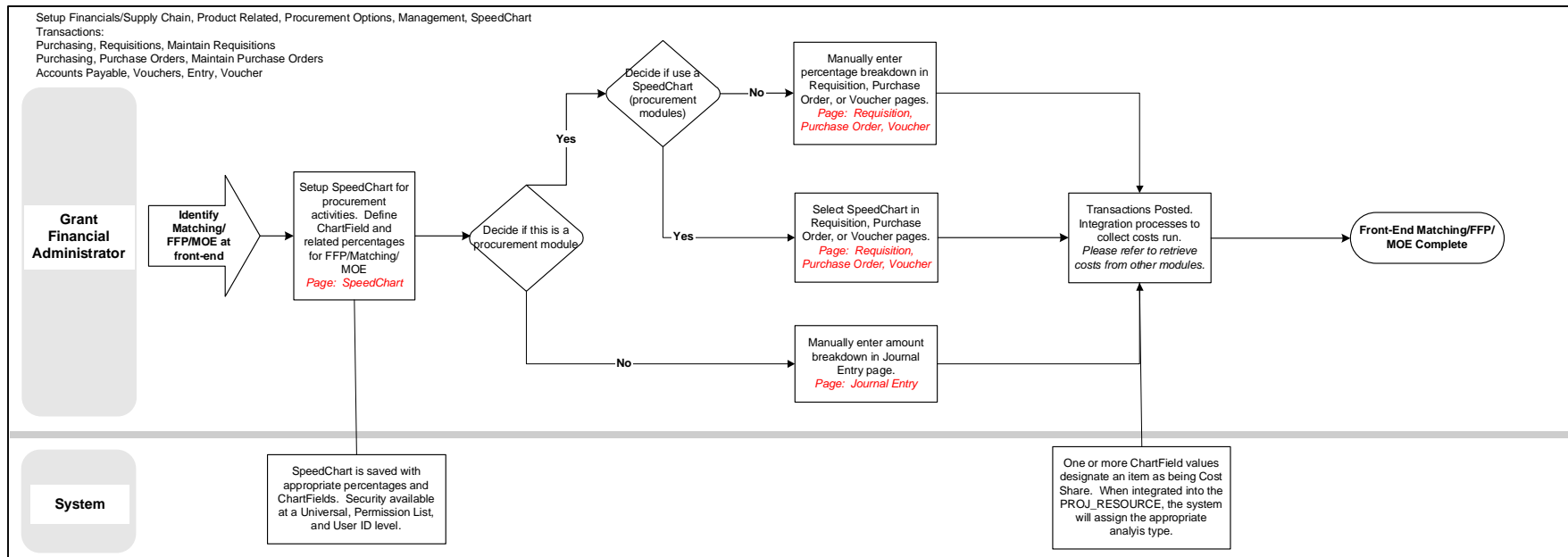
Retrieve Costs and Revenues from Other Systems



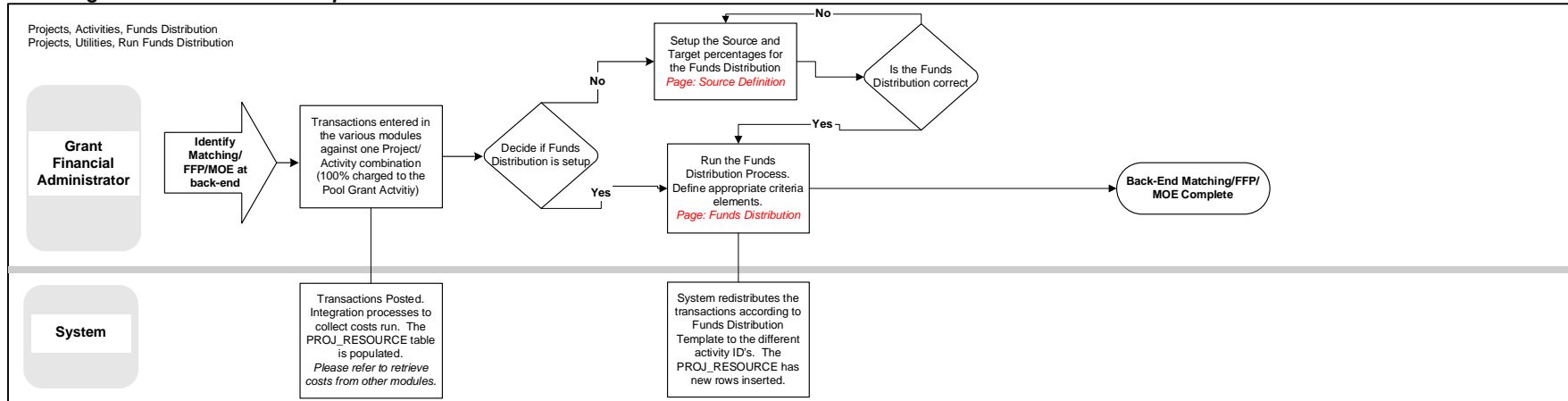
Review Grant Summaries



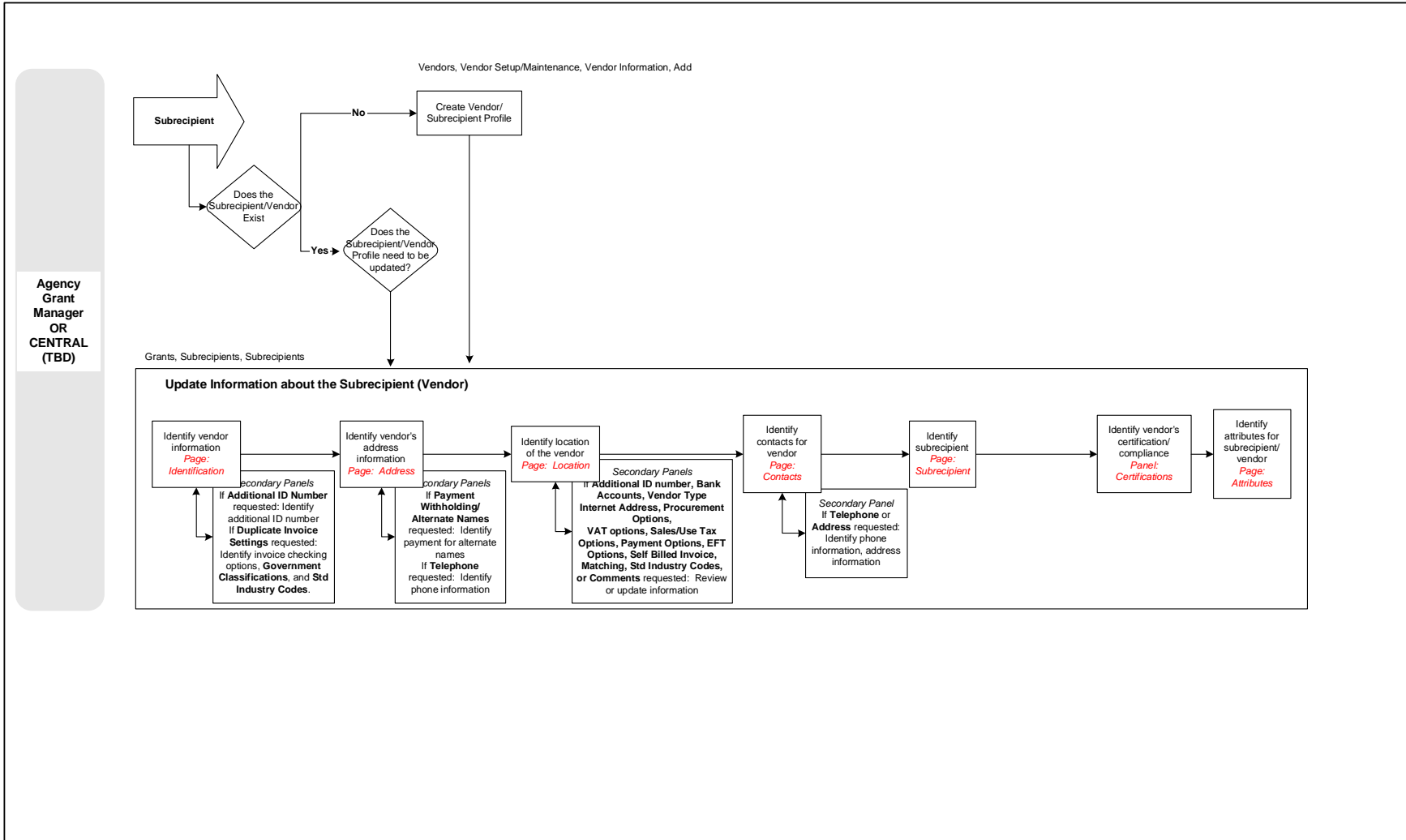
Matching/Federal Financial Participation/Maintenance of Effort - Front-End



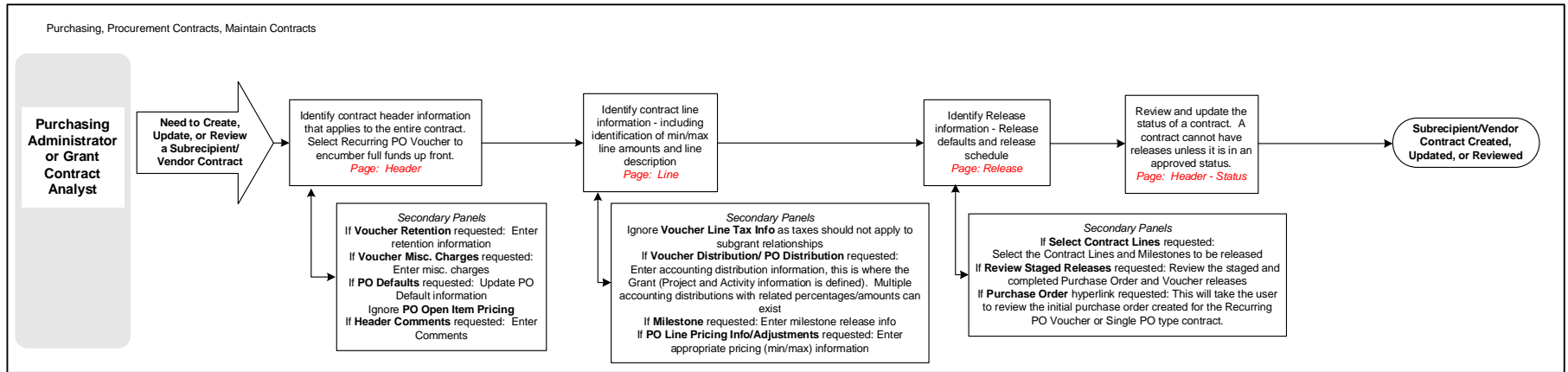
Matching/Federal Financial Participation/Maintenance of Effort - Back-End



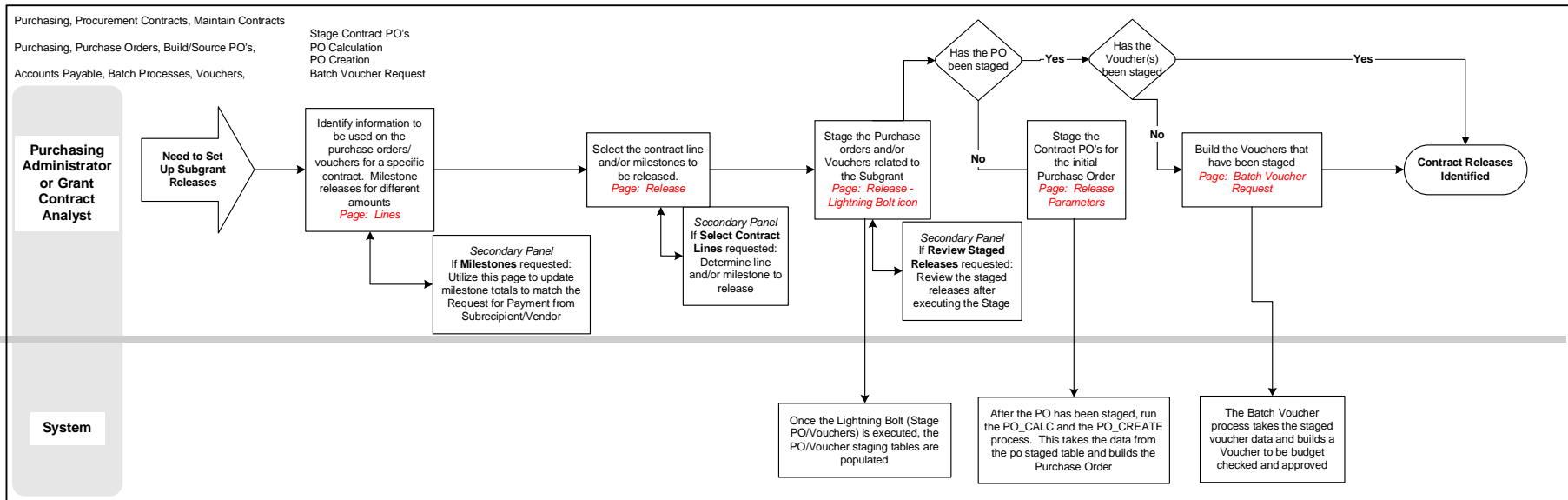
Create/Update Subrecipient/Vendor Information



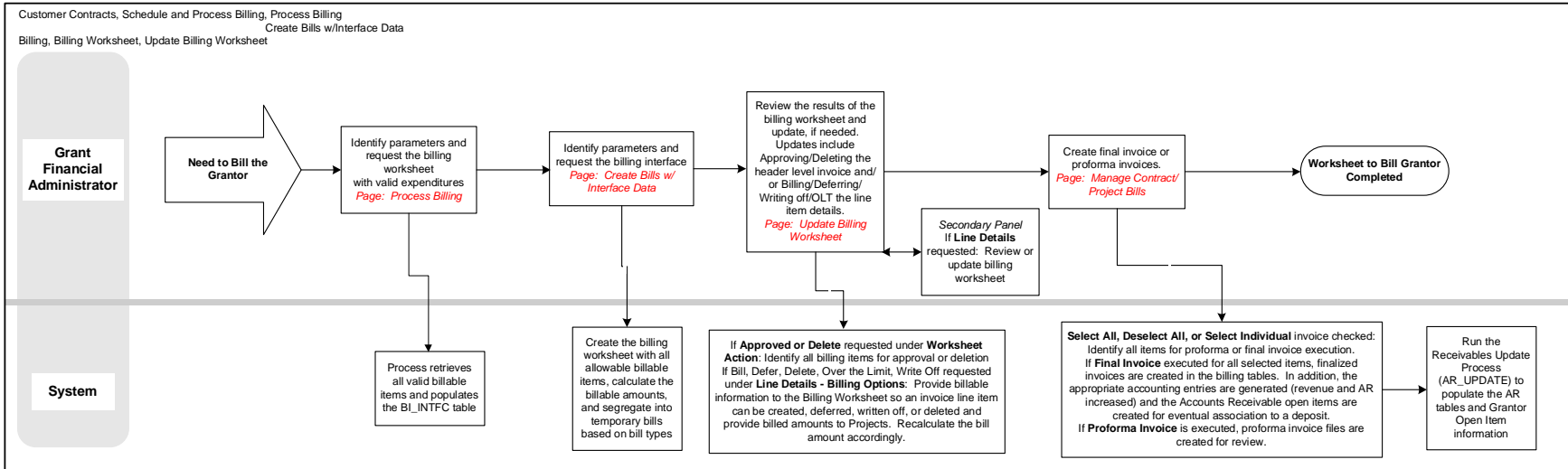
Create, Update, or Review Subrecipient/Vendor Contract



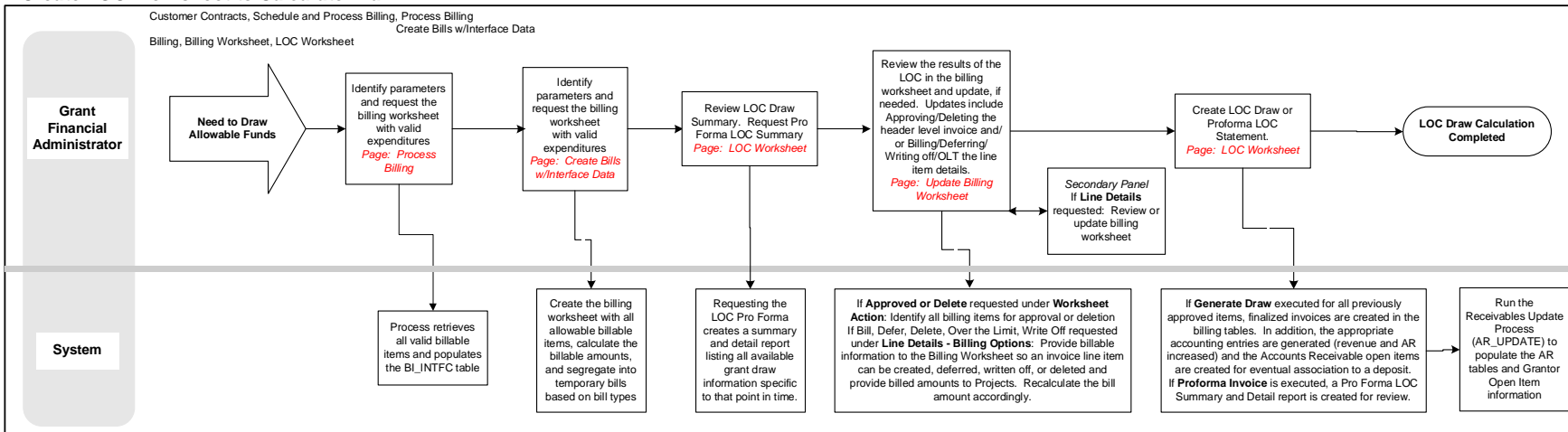
Identify Subgrant/Contract Releases



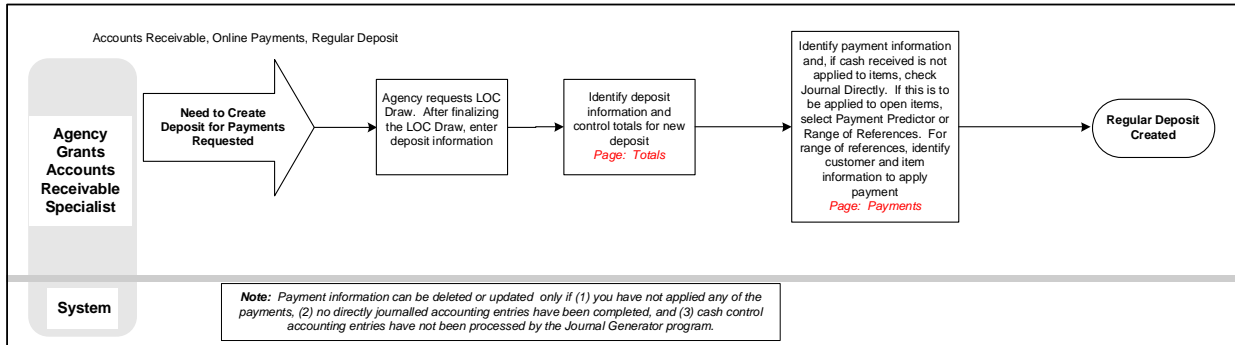
Create Worksheet to Bill Grantor



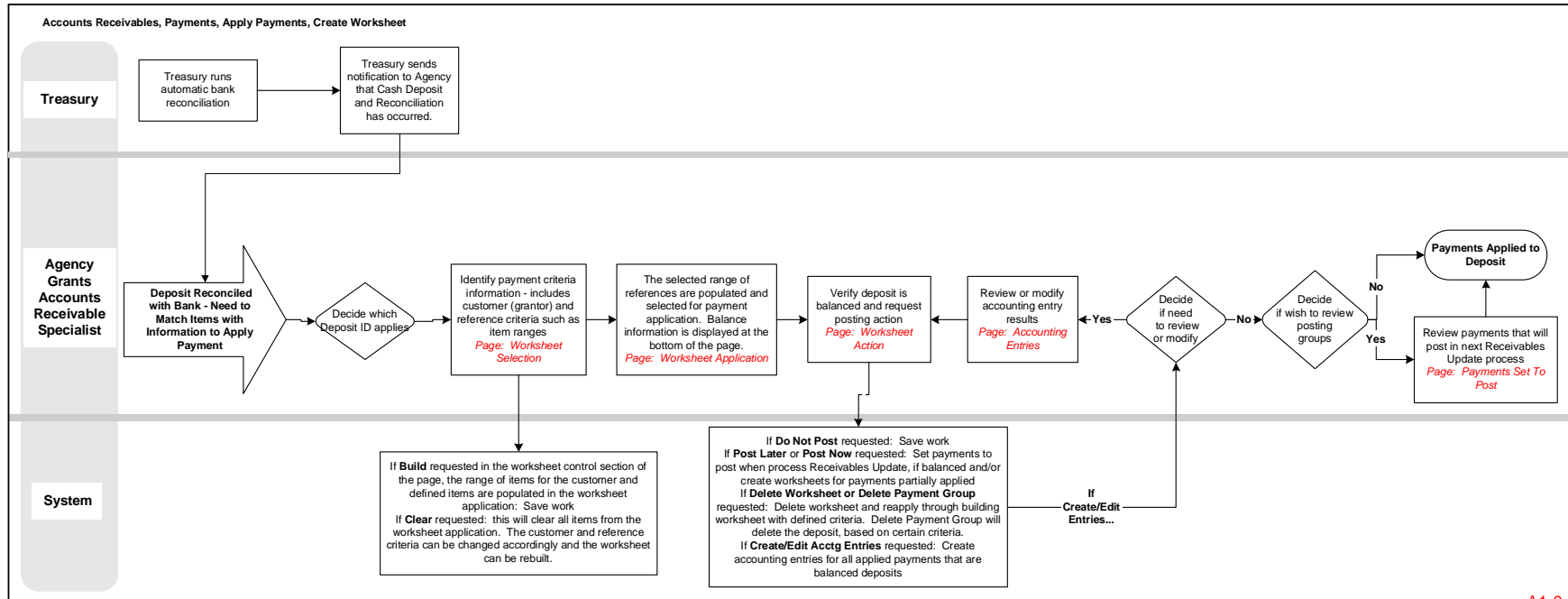
Create LOC Worksheet to Calculate Draw



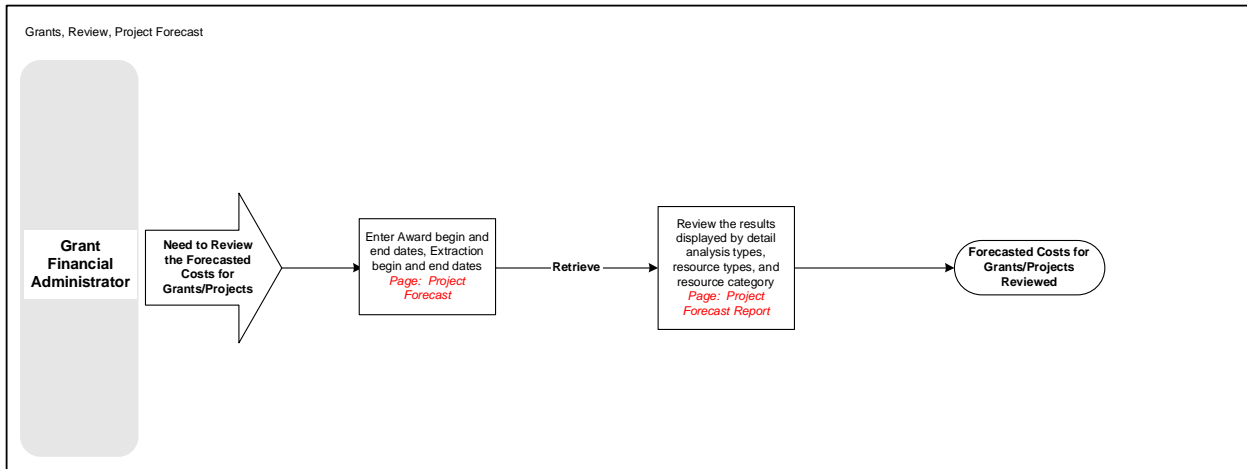
Create Regular Deposit for Payments Received



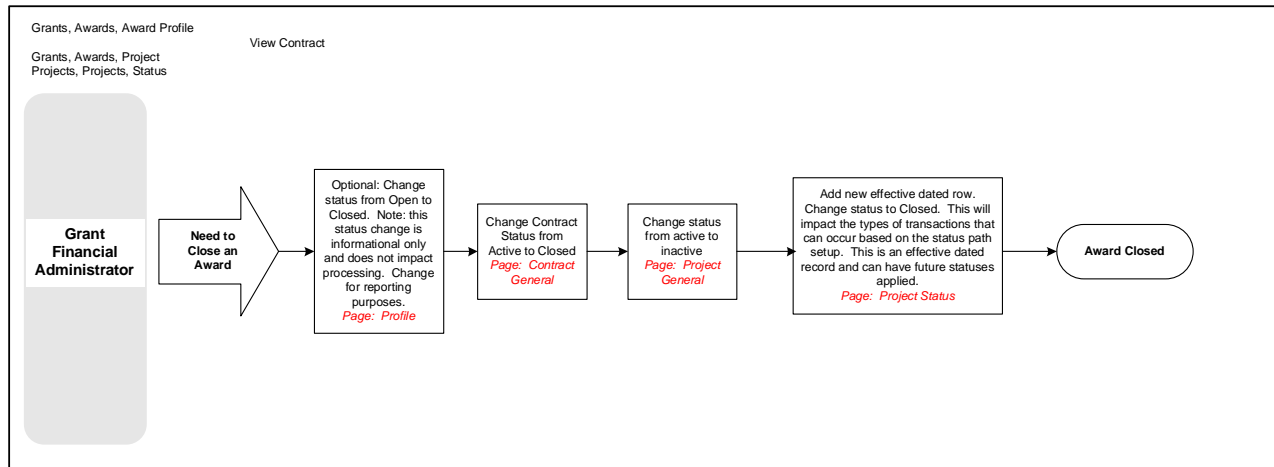
Apply Payments to Regular Deposit



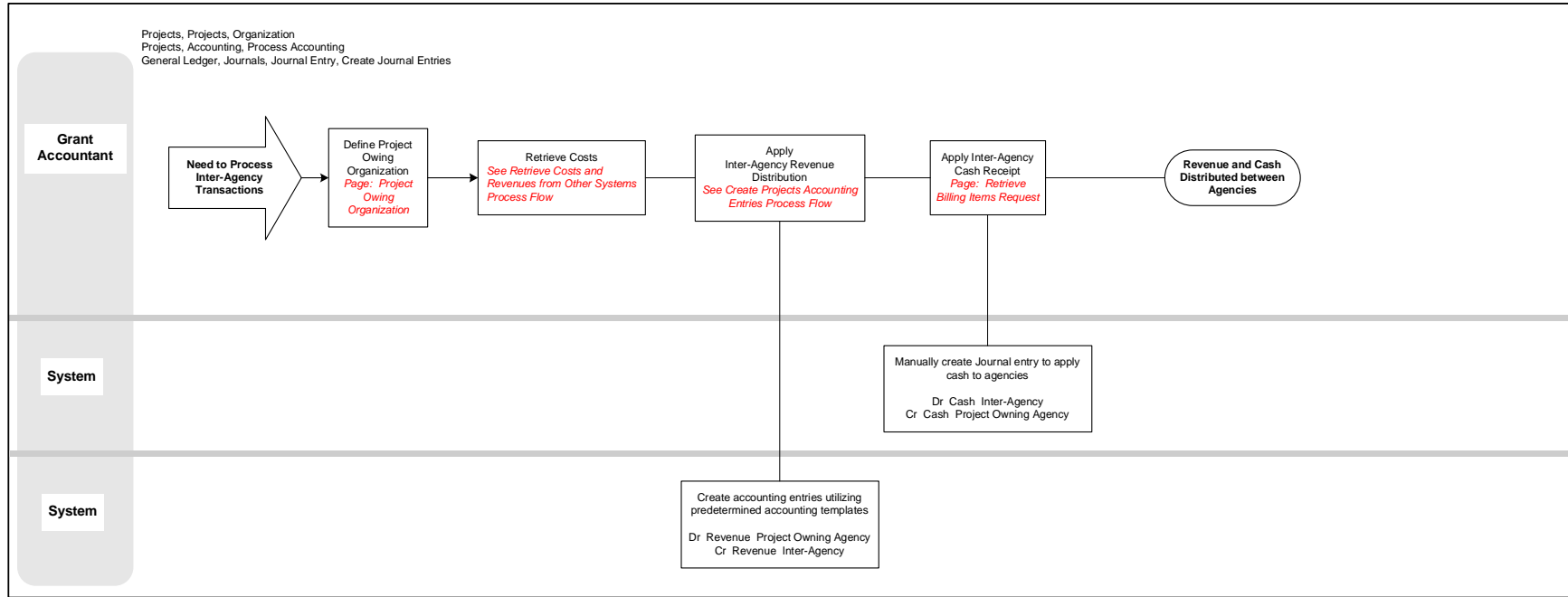
Review Forecasted Costs for Grant/Project



Close Award



Process Inter-Agency Transactions



Create an Advance Type Award

Go, Customer Contracts, Create and Amend, General Information, Use Contract General, Contract Lines, Billing Options, Additional Information,

Award Profile Process, Generate Award

Grant Program Administrator

System

Need to Create or Update a Contract

Create Revenue Contract Header (Award Header)

Identify grantor, contract type sponsor attributes, method and basis for payment, and currency choice
Page: Contract General

Identify awarding bill to customer/grantor, bill type, terms, Method of payment and or letter of credit id
Page: Billing Options

Create Revenue Contract Lines (Award Lines)

Setup contract lines, offering ID, billing plans, revenue recognition plans.
Page: Contract Lines

Amount of prepaid, Utilization, Initial billing, Deferred Revenue
Page: Contract General Prepaid Balance

Create and associate Projects and Activities to Award/Revenue Contract
Page: Contract Lines - Projects - Related Projects

Decide if need to create schedule for bill (fixed rate or scheduled)

Create Bill Schedule

Identify project bill schedule -
Page: Bill Plan - Events

Create Award Profile

Finish Revenue Contract Entry - Create Award Profile
Page: Additional Information

Decide if need to update or review award info

Review or Update Award Information

Identify basic award information
Page: Award Profile

Identify grantor's contacts
Page: Sponsor

Identify award funding amounts by Project and Period
Page: Funding

Optional: Identify terms and conditions - information only - used for reporting
Page: Terms

Optional: Identify key deliverables and reporting requirements - information only - used for reporting
Page: Milestone

Identify attributes to be tracked such as CFDA and CSFA information
Page: Attributes

Secondary Page
If Award Modifications requested: Identify modifications for an award - represents a breakdown by grant year of grantor award id

Award Created or Updated

When Create Award Profile requested: Create award information from existing contract information - maps Revenue Contract to Award and displays Project relationship