## Looking up Primary Department Effort Coordinator

In order to find the Primary Department Effort Coordinator on a grant, click Manage on the Menu bar, and click Look-up Data.

K					1.4	Velcome, Mike Kelley 🕴	Sign Out	Enter Search Criteria		
	I Home Co	onfirm N	1anage Reports	Administration	Links				System Alert	Message 🔺
Helpful Links » OMB Circulars » National Institutes of Health. Grants Policy and Guidance » Research Financial <u>Sendres</u>	Work List for N Welcome to ecrtl At the projects. The various tat details about the specific	flike Kelley University of Kentucky is below are meant to task and action requi	, this web-based ecrt system is c assist you with managing the pro red please click on any hyperlink	our mechanism for completing the ject statement at various stages and you will be routed directly to	ne review and confirmatic s by listing specific tasks the project statement.	in of payroll expenses on s that require your attention.	ponsored For more			The Effort Lifercia
k						Welcome, Mike Kelle	y   Sign Out	Enter Search Criteria	<b>Q</b>	
Home Confirm Manage Reports Administration Links System Alert Message A										
	Associated S	ub-Project Co	onfirmations (View-	Only)						
	Top of Page Quarterly Project Project Title	t Confirmations	Project Number	Sponsor	Perio	d	Due Date	Status	St	aff
	There are no Project st	atements associated	with you							

From the Look-up Page, use the search box in the middle of the page to start a search for the grant you need the Primary Department Effort Coordinator. You only have to enter 3 numbers and the Look-up Page will populate a list of possible grants with the unique combination of numbers.

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Home	Confirm	Manage	Reports	Administration	Links		System Alert Message 🔒
About eart Site Map							6
The Look-Up pag Award and Accord If you enter enou The Enter and Ta	e allows you to search unt. You then can cont gh data to return only o ib keys <u>do not</u> allow s	h for Employee, Award( inue to enter data or se ane result, you will be d election of data.	s), Account(s), or Depa lect a match from the li rected to the appropria	artment(s). After at least th st and be taken to the app te page automatically.	ree (3) characte opriate page - th	rs of the name or number are entered the system displays the possible matches in the Payroll statement page, the Department Dashboard, or the Award/Account Summ	three separate lists - one for Employee, one for Department, and one for nary page. The Award/Account Summary page opens in new browser page.
304							
Employee No search resul	ts found		Departmen No search r	esults found		Active Avard / Account. 3046990001 - Studies on being a Scientist. 304990002 - Training Program in Hospital AX 3049900033 - Molecular Electronics 3049003333 - Training Program in Financial Management	Inschre Award / Account. 304/9990011 - New Techniques in Taxidermy

Select the grant you wish to review from either the Active Award/Account or Inactive Award/Account and you will be routed to the Account Summary Page. The Account Summary Page includes information about the grant. The Primary Department Effort Coordinator is listed under "Account Manager" on the left side of the page.

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Home Confirm	Manage Reports Administration Links		System Alert Message 🔺		
Account Summary					
Account Name:	Studies on being a Scientist	Exception Account:			
Account Nickname:	Studies on being a Scientist	Cost Sharing Requirement:			
Account Number:	3048990001	Start to End Date:	11/01/2014 to 12/31/2017		
Account Type:	FA Federal Appropriation	Account PI:	Mike Kelley - 99887703 (Primary Effort Coordinator: Michael Jordan - mjordan 1)		
Account Manager:	Michael Jordan - mjordan1 (PEC)		show more >>		
Associated Project Statements					
3 items found, displaying all items.					
	Period		Project Confirmation Status		
FY17 Quarter 3		() In Progres	15		
FY17 Quarter 2		Ready for	Pre Review		
FY17 Quarter 1		Ready for	Confirmation		
3 items found, displaying all items.					
			S Excel   D XML   D PDF   RTF		
Account Relationships					
One item found.					
Nun	nber.	Name			
3210598785	INSPIRE Undergraduate Studies *				
One item tound.					
Covered Individuals associated wit	th this Account				
6 items found, displaying all items.					
	Name		Department		