

Release Notes for Grants Online Version 4.18

Date Deployed: November 13, 2015

Global

1. Each task on the Award File Workflow History Report includes the Document ID. Each time the user completes the Revised Approval task, an additional Procurement Request is generated. The unique Document ID associated with each Procurement Request aids in distinguishing one Procurement Request from the next. [JIRA – 39, PHP – 281]

Grants Online

Award File Workflow History

Award File In Progress - NA15NOS4820081

RFA Name: TEST NonCompRFA-2015

FFO Number: NOAA-NOS-NCCOS-2015-2003794

Award File Period: 04/01/2015 - 12/31/2015

Program Office: NOS National Center for Coastal Ocean Science (NCCOS)

Program Officer: Mary Payne

Email: testemail@msg2.rdc.noaa.gov

Grants Specialist: Lamar Dwayne Revis

Federal Funding: \$410.00

Project Title: TEST GOL-39

Organization: Bangor Publishing

Status: ProgramOfficerActions - Not Started

CFDA Number: 11.482

Phone: 301-713-3338 EXT-168

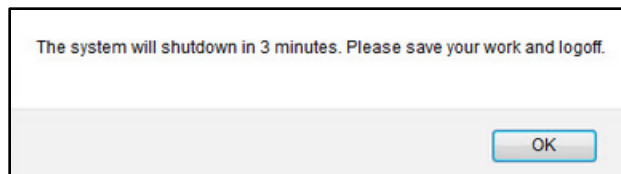
Phone: 301-628-1308 EXT-

Non Federal Funding: \$0.00

ID: 2440637

Task	Document	Date Assigned	Date Started	Date Completed	Performer	Role	Action Taken	Status
Forward/Revise Award File	AWARDFILE , 2440637	08/10/2015 04:01 PM			Mary Payne	Program Officer		Not Started
Complete PO Checklist	POCHK , 2440640	08/10/2015 03:49 PM	08/10/2015 04:01 PM	08/10/2015 04:01 PM	Mary Payne	Program Officer	Certify PO Checklist	Complete
Review Procurement Request and Commitment of Funds	CD435 , 2440643	08/10/2015 03:59 PM	08/10/2015 04:00 PM	08/10/2015 04:00 PM	Russell Callender	Budget Officer	Approve Procurement Request	Complete
Review Procurement Request and Commitment of Funds	CD435 , 2440643	08/10/2015 03:59 PM	08/10/2015 03:59 PM	08/10/2015 03:59 PM	Mary Payne	Requestor	Approve Procurement Request	Complete
Procurement Request and Commitment of Funds	CD435 , 2440643	08/10/2015 03:58 PM	08/10/2015 03:59 PM	08/10/2015 03:59 PM	Mary Payne	Program Officer	Forward Procurement Request	Complete
Review Procurement Request and Commitment of Funds	CD435 , 2440639	08/10/2015 03:53 PM	08/10/2015 03:55 PM	08/10/2015 03:55 PM	Russell Callender	Budget Officer	Approve Procurement Request	Complete
Review NEPA Document	NEPA , 2440641	08/10/2015 03:53 PM	08/10/2015 03:55 PM	08/10/2015 03:55 PM	Russell Callender	NEPA Official	Approve NEPA Document	Complete

2. Prior to a system maintenance or update, users who are accessing information on the production server will be advised to log off Grants Online. The number of minutes before system shutdown is determined and controlled by the System Administrator. [JIRA – 55]



3. All Grants Specialists, when processing SF-270s, ASAP SF-270s, and/or ASAP Drawdown Requests, receive a warning message when there are past-due Special Awards Conditions that have not been satisfied. Each bureau has its own manner of enforcing the action(s) that may be taken after the warning message is displayed. [PHP – 276]

Inbox Tab

- When the user searches for the Financial Closeout / GMD Closeout / SF-425 (tasks performed by the Grants Specialist or the Grants Officer), the Award Number associated with the closeout is visible on the screen.
[JIRA – 15, Kayako – KHZ-111-72395]

Task Management

Task Search

Search Criteria: Grants Officer

Award Number

Last Name of User: GrantsOfficer

Task ID

Search

7 items found, displaying all items.1

Reassign	Award Number	Task Id	Owner	Project Title	Name	Document Id	Document Type
Reassign	ED14HDQ3120025	3478166	EDA GrantsOfficer	TEST EDA Non-ASAP -- partial funding	Review De-obligation	2440713	Financial Closeout
Reassign	ED14HDQ3120008	3477750	EDA GrantsOfficer	TEST Application 11 - EDA	Review GMD Closeout	2440634	Closeout Checklist
Reassign	NA13NOS4780035	3475705	PMO NOAA GrantsOfficer	OM-132 for R4.11	Organization Profile Change Request	2440091	Organization Profile Change Request
Reassign	ED14HDQ3120003	3475679	EDA GrantsOfficer	TEST Apps 3	Organization Profile Change Request	2440090	Organization Profile Change Request
Reassign	ED15HDQ3330007	3470022	EDA GrantsOfficer	Test GOL-239	Review Award File	2437170	Award File
Reassign	ED14HDQ3120025	3466377	EDA GrantsOfficer	TEST EDA Non-ASAP -- partial funding	Review GMD Closeout	2435468	Closeout Checklist
Reassign	ED14HDQ3120009	3465838	EDA GrantsOfficer	TEST Application 09 - EDA	Review Award Action Request	2435367	Award Action Request

RFA Tab

- The OMB Template for 2 CFR Part 200, section D.3: **“Unique Entity Identifier and System for Award Management (SAM)”** requires that the **“IV. Application and Submission Information”** section of the Full Text of Announcement include a field for SAM confirmation.
[JIRA – 40]

Full Text of Announcement

I. Funding Opportunity Description

A. Program Objectives (empty)

B. Program Priorities (empty)

C. Program Authority (empty)

II. Award Information

A. Funding Availability (empty)

B. Project/Award Period (empty)

C. Type of Funding Instrument (empty)

III. Eligibility Information

A. Eligible Applicants (empty)

B. Cost Share or Matching Requirement (empty)

C. Other Criteria that Affect Eligibility (empty)

IV. Application and Submission Information

A. Address to Request Application Package (empty)

B. Content and Form of Application (empty)

C. Unique entity identifier and System for Award Management (SAM) (empty)

D. Submission Dates and Times (empty)

E. Intergovernmental Review (empty)

F. Funding Restrictions (empty)

G. Other Submission Requirements (empty)

Address for Submitting Proposals (empty) (concatenated to Other Submission Requirements)

V. Application Review Information

A. Evaluation Criteria (empty)

B. Review and Selection Process (empty)

C. Selection Factors (empty)

D. Anticipated Announcement and Award Dates (empty)

VI. Award Administration Information

A. Award Notices (empty)

B. Administrative and National Policy Requirements (empty)

Unique entity identifier and System for Award Management (SAM):

Spell Check

Save Cancel

2. The Department of Commerce no longer requires Federal Register Notices for grant programs. Removed the “New Program” radio buttons on the Competitive RFA Details page. [JIRA – 58]

Competitive RFA Details
RFA Header Information
Document ID 2441074
RFA Name* Test CMPRFA - FY 2016 - GOL-58
Fiscal Year* (YYYY) 2016
Announcement Type Initial
Anticipated Publication Date* (MM/DD/YYYY) 10/01/2015
Funding Opportunity Number NOAA-NOS-NCCOS-2016-2003865
Line Office* National Ocean Service (NOS)
Assigned Program Office* NOS National Center for Coastal Ocean Science (NCCOS)
Assigned Program Officer*
CFDA Number*
Sub Program -Select a Sub Program-

To comply with privacy requirements, some mandatory data entry fields on this screen are hidden from view.

RFA Supplementary Information
Anticipated Funding Amount * \$ 900,000.00
Min Max
Anticipated Award Amount* \$ 300,000.00 900,000.00
Anticipated Number of Awards* 20 60

Selected Federal Addresses *

Organization	Street Address	City, State, Zip
NOS National Center for Coastal Ocean Science (NCCOS)		, 00

[Add/Edit](#)

Selected Federal Contacts *

Contact Name	Phone	Address	Email
		HWY, SILVER SPRING, MD 20910-3281	testemail@rdc2.testmail.noaa.gov

[Add/Edit](#)

Selected Mission Goals *

Mission Goals Name
Resilient Coastal Communities and Economies

[Add/Edit](#)

Application Tab

1. When the Vendor Validator rejects a Provisional Organization, the "Provisional" status remains associated with the organization. [JIRA – 12, Kayako – LMN-509-26154]
2. NEPA Change Request by the National Ocean Service Assistant Administrator [JIRA – 17, Kayako – PEF-685-36273]

- **Part 1:** The options (radio buttons) on the NEPA Determination under “**Level of Review**” should be modified as follows:

From	To
Categorical Exclusion (CE) Memorandum completed and signed by the Responsible Program Manager along with related CE review checklist, as appropriate	Categorical Exclusion Memo
Environmental Assessment (EA) with signed Finding of No Significant Impact and concurrence by NOAA NEPA Coordinator	Finding of No Significant Impact associated with Environmental Assessment (EA) or Programmatic Environmental Assessment
Environmental Impact Statement (EIS) with signed Record of Decision (ROD)	Record of Decision associated with Environmental Impact Statement (EIS)
Not Required	Other - Explanation in Attachment

- **Part 2:** The message that displays on the NEPA Document under “**Level of Review**” should be modified as follows:

From	To
Indicate below the level of environmental review that has been conducted by the Responsible Program Manager for the proposed action in accordance with the applicable provisions of the NOAA Administrative Order 216-6 entitled, " <i>Environmental Review Procedures for Implementing the National Environmental Policy Act</i> "	Indicate below the level of environmental review that has been conducted for the proposed action.

3. When the PO Checklist is reassigned, any open tasks associated with the same Award file (e.g., the NEPA Document and the Procurement Request and Commitment of Funds) are also reassigned to the new FPO.

EXAMPLE: **FPO 1** is the “owner” (has all three tasks in his/her Inbox), but the NEPA Document has been completed. Only the Procurement Request and Commitment of Funds will be affected by a reassignment to **FPO 2**.
[JIRA – 43, Kayako – LZQ-332-68781]

4. EDA policy requirements necessitate an update to the options available to users for the NEPA Document. The basis of the requested updates is 36 CFR Part 800 **Protection of Historic Properties**, Subpart B – The Section 106 Process. [JIRA – 51, PHP – 268, Kayako – BSN-537-88813]
 - No potential to cause effects (36 CFR § 800.3(a) (1))
 - No historic properties affected (36 CFR § 800.4(d)(1))
 - No adverse effect (36 CFR § 800.5(d)(1))
 - Adverse effects resolved (36 CFR § 800.6)
 - Not Required - (DEFAULT / SELECTED)
5. Removed the Withdraw PRCF option from the Action dropdown menu. Only one PRCF is allowed per Award file. Program Officers can only add a second PRCF to an Award File using the **Revised Approved** option. [JIRA – 56]
6. Added a feature to calculate the Special Award Conditions Due Dates. The calculation may be based upon either a hard-coded due date **–or–** a certain number of calendar days after the Grants Officer's signature. [PHP – 275]

Special Award Condition Details

Name: * Partial Funding Special Award Condition For Increases

Description: *

Select Due Date:

- hard-coded
- calculated – days after GO Approval Date

For Increases:

When the Federal share of a grant or cooperative agreement award is increased to not more than 5% of the requested amount, the following language will be included in the award documents:

1. A Special Award Condition should be added:

The amount of Federal funding for this award is greater than the amount requested due to NOAA priorities. The cost sharing/matching requirement, if any, has been commensurately raised to reflect the resultant increased requirement.

Spell Check

Association Edits:

Response Required: ☐ -- Select One -- Satisfied Date:

Type: Administrative ☐ -- Select One --

Due Date (mm/dd/yyyy)

Days after Grants Officer Approval Date

Save Save and Return to Main Cancel

Example: Due date was hard-coded.

Pending Special Award Conditions						
2 items found, displaying all items.1						
Name	Description	Amendment	Type	Due Date	Satisfied Date	Options
Box Award SMC - SOL-275	This award number , to , supports the work described in the Recipient's proposal entitled dated <04/01/2015>: 30/31/2015>, which is incorporated int	current	Programmatic			Edit Remove
Technical Monitor - GOK-275	The Technical Monitor for this award is: NA15N054820095	current	Programmatic	09/30/2015		Edit Remove

Associated Special Award Conditions

Nothing found to display.

Awards Tab

1. The software was modified to provide clarification between the two data elements:
 - **Closeout Date** – the date the closeout process was completed. It is displayed in the Grants Header Information section.
 - **Extension to Closeout** – the due date for the Final Report(s). It is displayed on the Grants Information page.

Additional modifications were made to clarify matters that were confusing:

- Changed the **Closeout Date** label to **Final Reports Due Date**.
- The **Closeout Extension Request** label remains.
- Data associated with the label **Extension Date** is visible on the screen.
- Additional issues (relative to allowing the Grants Specialist to specify an independently-determined number of days for an extension to closeout) will be addressed in future releases – reference JIRA-63.
[JIRA – 7, Kayako – ESP-596-58279]

Extension to Closeout - NA15NOS4820041

Note: The Attachments link does not appear until the document is successfully saved.

Extension to Closeout
[Guidance](#)

The requested extension date must be in the future

Final Reports Due Date 08/03/2015

Closeout Extension Request
☒ 30 days ☐ 60 days ☐ 90 days

Requested Extension Date 09/02/2015

Justification*

Test GOL-7 Req. 4

Spell Check

Save Cancel



NOTE: The Requested Extension Date must be ***later*** than the date on which the Request for an Extension to Closeout is being made. In the image above, the Final Reports Due Date + the number of days (30) is no longer valid or meaningful because the user attempted to submit the request on September 14, 2015. To be able to save the data and move forward, the only acceptable option for the Closeout Extension Request is 60 or 90 days.

- | | |
|----------------------------------|--|
| • Requested Drawdown Date | • Total Expenditures to Date |
| • Requested Amount | • Total Federal Funds Previously Requested |
| • Period Covered by this Request | |

On: 03/08/2015 Project Name: ED14HDQ3030018

Pls - PDS: EDA Recipient

Closeout Date: N/A

NON-INTERFACED

ASAP Drawdown Request - ED14HDQ3030018

THIS DOCUMENT IS LOCKED

Attachments:

No attachments.

ASAP Drawdown Request

[Guidance](#)

Requested Drawdown Date*

03/12/2015

Requested Amount*

\$15.00

Period Covered by this Request*

From 01/01/2015 To 02/28/2015

Total Expenditures to Date*

\$37.00

Total Federal Funds Previously Requested*

\$22.00

To cover expenditures in Jan and Feb 2015

Justification

Spell Check

Award Action Request Report

Generates the Report on the right

Cancel

U. S. DEPARTMENT OF COMMERCE

Award Action Request

Recipient Name

Bangor Publishing Company

Street Address

491 Main St

City, State, Zip Code

Bangor ME 04401 USA

Program Office

Trade Adjustment Assistance for Firms (TAAF)

CFDA Number and Project Title

11.303: LB Univ RFA - Pre-Class Aug 2014 EDA

Justification

To cover expenditures in Jan and Feb 2015

Award Action Request Status

Approved

SUBMITTED BY

EDA Recipient

APPROVED BY

Award Number

ED14HDQ3030018

Request Type

ASAP Request

Document ID

2276887

Award Period

10/01/2013 - 01/31/2016

Total Award Funding

Federal: \$100.00
Non-Federal: \$50.00

Program Officer

Crista Studet30 202-555-1212 testemail@msg2.rdc.noaa.gov

ASAP Drawdown Request - ED15HDQ3330030

THIS DOCUMENT IS LOCKED

Attachments:

No attachments.

ASAP Drawdown Request Guidance

Requested Drawdown Date* **06/26/2015**

Requested Amount* **\$235.00**

Period Covered by this Request*
From **05/01/2015** To **06/30/2015**

Total Expenditures to Date* **\$235.00**

Total Federal Funds Previously Requested* **\$0.00**

Justification
Testing GOL-9

Spell Check

Award Action Request Report

Cancel

U.S. DEPARTMENT OF COMMERCE		Award Number
Award Action Request		ED15HDQ3330030
Requester Name West Liberty University	Request Type ASAP Request Document ID: awd000	
Street Address P.O. Box 8000	Award Period 05/01/2015 - 12/31/2015	
City, State, Zip Code West Liberty WV 26074 USA	Total Award Funding Federal: \$750.00 Non-Federal: \$0.00	
Program Office Research and National Technical Assistance (RNTA)	Program Officer JDA TPO-Growth Specialist 202-315-1212 jenshaw@comet2.nstc.usda.gov	
USDA Number and Project Title 15-111: Sen GOL-9 - GOL-269		
Requested Drawdown Date 06/26/2015	Period Covered by this Request 05/01/2015 - 06/30/2015	
Requested Amount \$235.00	Total Expenditures to Date \$235.00	Total Federal Funds Previously Requested \$0.00
Justification Testing GOL-9		
SUBMITTED BY Zar Siles	DATE 06/23/2015	
APPROVED BY	DATE	

- Enlarged the space on the printed version of the CD-450 to show all data entered on the screen for:

- the **Other(s)** data block
- the **Statutory Authority** data block

[JIRA – 45, Kayako – HZM-927-51472 & JIRA – 68, Kayako – CVY-631-98212]

CD-450 Items

- ☒ Department of Commerce Financial Assistance Standard Terms and Conditions (DECEMBER 2014)
- ☐ R & D Award
- ☐ Federal-Wide Research Terms and Conditions as adopted by The Dept. Of Commerce
- ☒ Bureau Specific Administrative Standard Award Conditions
- ☒ Award Specific Special Award Conditions
- ☒ Line Item Budget (Attach File)
- ☒ 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements as adopted by the Dept. Of Commerce
- ☐ 48 CFR Part 31, Contract Cost Principles and Procedures
- ☒ Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements (REF: 79 FR 78390 DECEMBER 30, 2014)
- ☐ Multi-Year Award. Please see the Multi-Year Special Award Condition.
- ☒ Other(s)

This award is being made under competitive Federal Funding Opportunity Number NOAA-NOS-NCCOS-2016-2003856 posted at Grants.gov on 08/04/2015. Added this statement in CD-450 details page as a test.

196 / 250 **Spell Check**

Attachments:

No attachments.

Add new Attachment: [+](#)

Any changes to information on this page should be saved before adding or removing attachments. [File Large File Guidance](#)

Grants Officer:
Recipient Authorized Representative:
Last CBS Validation: Status:

This award approved by the Agency Grants Officer constitutes an obligation of Federal funding. By electronic provisions incorporated into the Award. If not electronically signed without modification by the Recipient.

CD-450 Report **Award Finance Report**

Statutory Authority

10/01/2015-04/30/2016

STREET ADDRESS	FEDERAL SHARE OF COST
491 MAIN ST.	\$500.00
CITY, STATE, ZIP CODE	RECIPIENT SHARE OF COST
BANGOR ME 04401-6296	\$0.00
TOTAL ESTIMATED COST	
\$500.00	

and - Portland's mudrooms may be key to making efficient and longer-lasting batteries that could power cellphones and electric vehicles, scientists say. Researchers at the University of California, Riverside Bourns College

CDFA NO. AND NAME
11.482 - Coral Reef Conservation Program

PROJECT TITLE
GOL-275 - initial testing & GOL-68 Testing

displayed correctly

This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.

- ☒ DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS (DECEMBER 2014)
- ☐ R & D AWARD
- ☐ FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE
- ☐ BUREAU-SPECIFIC ADMINISTRATIVE STANDARD AWARD CONDITIONS
- ☐ SPECIAL AWARD CONDITIONS
- ☐ LINE ITEM BUDGET
- ☒ 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1307.101
- ☐ 48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES
- ☐ MULTI-YEAR AWARD (PLEASE SEE THE MULTI-YEAR SPECIAL AWARD CONDITION)
- ☐ DEPARTMENT OF COMMERCE PRE-AWARD NOTIFICATION REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS (DECEMBER 30, 2014)
- ☐ OTHER(S):

This award is being made under competitive Federal Funding Opportunity Number NOAA-NOS-NCCOS-2016-2003856 posted at Grants.gov on 08/04/2015. Added this statement in CD-450 details page as a test.

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER: DATE

NOT SIGNED

PRINTED NAME, PRINTED TITLE AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL: DATE

- The CBS Vendor data linked to the Organization Profile is no longer visible to recipients. [JIRA – 48]

- For all bureaus using Grants Online, the Department of Commerce Financial Assistance Standard Terms and Conditions is mandatory. By default, the checkbox associated with Terms and Conditions is automatically checked (i.e., information must be provided). In addition, a link to Terms and Conditions is automatically included on amendments associated with the application. [JIRA – 57]

Notifications

- Task Management
- Tasks

Application Header Information

CFDA Number: 11.482 RFA Document ID: 2435764

Program Office: NOS National Center for Coastal Ocean Science (NCCOS) RFA Document Title: TEST NonCompRFA- 2015

Application ID: 2440989 Project Title: TEST GOL-57, research award

Applicant: University of Arizona Fiscal Year: 2015

Award Number: NA15NOS4820090

Financial Assistance Award

Recipient Name: University of Arizona Federal Share of Cost: \$778.00

Street Address: 888 N. Euclid Avenue Recipient Share of Cost: \$0.00

City, State, Zip: Tucson, AZ 85719-4824 Project Title: TEST GOL-57, research award Total Estimated Cost: \$778.00

CFDA Number: 11.482 Award Number: NA15NOS4820090 Award Period: 04/01/2015 - 12/31/2015

Internal Use Only

ASAP Authorize Amount: \$778.00 Prior Year Fund: No DoNotPay List Checked ☐

CD-450 Items

- ☒ Department of Commerce Financial Assistance Standard Terms and Conditions (DECEMBER 2014) Required
- ☐ R & D Award Required
- ☐ Federal-Wide Research Terms and Conditions as adopted by The Dept. Of Commerce Required
- ☒ Bureau Specific Administrative Standard Award Conditions Required
- ☒ Award Specific Special Award Conditions Required
- ☐ Line Item Budget (Attach File) Required

auto selected

6. The information on the Financial Closeout Override Details page and the Manual Closeout Override Details page is now accessible.
[JIRA – 66, Kayako – SSW-144-19707]

Financial Closeout Override - NA14NOS4822083

Id: 2440788
Status: Complete

[Go to Financial Closeout Override Details Page >>](#)

This document currently has no tasks assigned to you.

NOAA GRANTS ONLINE

Grant Information:

CFDA Number: 11.482	Award Period: 03/01/2014 - 06/30/2014	Program Officer: NOS National Center for Coastal Ocean Science (NCCOS)
Program Officer: Janet Reese	Phone: (301)713-3344	Program Officer Email: testemail@nccos.noaa.gov
Total Federal Funding: \$561.00	Total Non Federal Funding: \$0.00	Multi-Year: No
Organization Name: University of Arizona	ASAP Recipient: Yes	High Risk Recipient: No

SF-425 Frequency: Semi-Annual Cash Flow with Final Full Report

Progress Report Frequency: Semi-Annually

Final Progress Report: Comprehensive - a last interim report is required

Financial Closeout : NA14NOS4822083

Policy Issues:

Final Financial Report is not accepted
Final Progress Report is not accepted
All award fees are not in accepted, rejected, Declined, or Withdrawn status
SAC that requires a Satisfy SAC response which has not been sent in or accepted

Fin. Closeout override page displayed correctly

7. A user can now initiate an Extension to Closeout when there is a previously-withdrawn Extension to Closeout associated with the Grants File. [JIRA – 70]
8. Modified the actions associated with a Financial Closeout:
[PHP – 282, Kayako – HLM-298-15449]
- When the Grants Specialist initiates the Financial Closeout, the option to **Replace Report** is no longer available.
 - When the Grants Specialist initiates the Financial Closeout, all non-accepted SF-425s are locked; they cannot be modified. When the Financial Closeout has been completed, the non-accepted SF-425s and their corresponding Federal Financial Reports will have one of three statuses shown in the chart below:

Non-accepted SF-425s	Federal Financial Report – Final Status
• Delinquent	• Delinquent; Terminated Workflow
• Not delinquent	• Not delinquent; Terminated Workflow
• Submitted	• Submitted; Terminated Workflow

9. The **Manage Award Users** section in the Grants Online Quick Reference Guide – Grant Recipient has been modified. Steps 1 - 3 remain the same; steps 4 – 9 are new and explained below. [Known Issue]

a. Step 4

On the Recipient Search screen, locate the PI or PD for this Award. Click the **Select** button in the leftmost column.

The screenshot shows the 'Recipient Search' interface. At the top, there are input fields for 'Last Name' and 'First Name', followed by instructions to click 'Search' with blank fields to display all users. Below this is a 'Search' button and a 'Cancel' button. The search results section indicates '2 items found, displaying all items.1'. A table lists the results with columns: Action/Name, Title/Email, Address, Phone, and Fax. The first row is for 'Lili, Denis' with email 'testemail@rdc2.testmail.noaa.gov' and phone '3030033001'. The second row is for 'Jamu, Bari' with email 'testemail@rdc2.testmail.noaa.gov' and phone '3013013300'. The 'Select' button in the leftmost column of the second row is highlighted with a red box.

Action/Name	Title/Email	Address	Phone	Fax
Select Lili, Denis	testemail@rdc2.testmail.noaa.gov	2557 W 34th Ave ,Denver,CO-80211	3030033001	
Select Jamu, Bari	testemail@rdc2.testmail.noaa.gov		3013013300	

b. Step 5

If the PI's name is not returned from the search, click the **Add a New User** link to establish that person as a Grants Online user.

This screenshot is identical to the previous one, showing the 'Recipient Search' interface. However, the 'Add a new User' link at the bottom left of the search results section is highlighted with a red box. Below this link is a 'Guidance (Page 5)' link.

c. Step 6

On the resulting screen, specify data for all mandatory data elements (indicated by a red asterisk) and click the **Save** button.

The screenshot shows the 'Create Recipient User' form. At the top, it specifies the organization: 'MBDA - 2002577 - Earth Force, Inc.'. The form is divided into sections: 'User Profile' with fields for Prefix, First Name, Middle Name, Last Name, and Suffix; 'User Account Details' with a User Name field; 'User Role' with a dropdown menu set to 'Recipient User'; and 'Address' with fields for Title, Street, City, State, Zip, and Country. There are also fields for Email, Alternate Email, Phone, Alternate Phone, and Fax. The 'Save' button at the bottom left is highlighted with a red box.

- d. Step 7
On the Awards tab; select the **Manage Recipient Users** link. After the Recipient Administrator assigns the new user's access rights (specifies his/her role), that person's name is available for selection.

Advisories >> Tasks >> Award Package - MB150BD8050017 >> Manage Recipient Users

Manage Recipients

Please select an organization to display:

All Organizations

Individuals that belong to any of your organizations:

5 items found, displaying all items.1

Name (Last, First)	Organization	Phone	Action	Has a Recipient Role	Disassociated Date	User Name
Jahan, Sara	NOAA - 2002569 - Earth Force, Inc.	308745478	Manage Award Access Edit Profile	Y	N/A	sjahan
Jamu, Bari	MBDA - 2002577 - Earth Force, Inc.	3013013300	Manage Award Access Edit Profile	Y	N/A	bjamu
Lili, Denis	NOAA - 2002569 - Earth Force, Inc.	2516532323	Manage Award Access Edit Profile	Y	N/A	dlili
Lili, Denis	MBDA - 2002577 - Earth Force, Inc.	3030033001	Manage Award Access Edit Profile	Y	N/A	dlili
Simmons, Mary Lou	MBDA - 2002577 - Earth Force, Inc.	301-999-4563	Manage Award Access Edit Profile	Y	N/A	msimmons

- e. Step 8
When finished identifying the PI or PD, click the *Award Package – Award Number* breadcrumb to return to the Launch page.

Advisories >> Award Package - MB150BD8050017 >> Tasks >> Manage Recipient Users

- f. Step 9
Select **Manage Award Complete**. Click the **Submit** button.

Award Package - MB150BD8050017

Id: 2276072
Status: Accepted

Action: Manage Award Complete **Submit**

Your Comments:

Spell Check

Save Comment

Account Management Tab

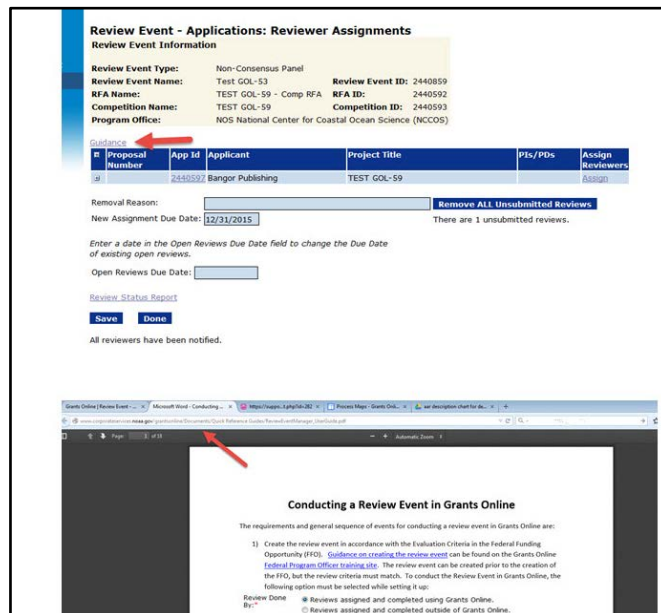
1. The single security question that was displayed to the Recipient Administrator, when s/he added a new user to the system, was removed. This was a holdover from the original Grants Online design. [JIRA – 52]

Reports Tab

1. If an organization has a profile with two different bureaus, the Unexpended Balances Report was modified to aggregate and display the data by bureau. [JIRA – 27]
2. Resolved the issue that caused the “Unknown Status” message to display when the Award Tracking Report was executed. [JIRA – 69]

Review Module

1. When the user is in the Review Module and selects the Independent Individual Review Guidance link, the user is directed to the relevant source document.
[JIRA – 20, Kayako – ZRA-411-58964]



2. Addressed the issue that caused an error when the Review Event Manager specified optional comments on behalf of the Reviewer after the review was submitted.
[JIRA – 49]

- The issue with attachments being duplicated on the Application Review screen (under the Funding Announcement heading) has been resolved.
[JIRA – 53, Kayako – OHL-401-28896]

Application Review Status [Grants Online Application Review User Guide](#)

Reviewer Information

Reviewer Name: Ron FAL
Email: gfr-viewer3@yahoo.com
Phone: 2400110020
Affiliation: Syed INC
Currently Assigned Reviews: 209
Reviews Assigned This/Prior Year: 29/230
Expertise: Grants Review for NOAA

Review Event Information

Review Event Name: Test GOL-53
Review Event Type: Non-consensus Panel
Review Event Start: 09/28/2019
Planned Review Event End: 12/31/2019
RFA Title: TEST GOL-59 - Comp RFA
Funding Opportunity #: NOAA-NOS-NCCOS-2016-2003857
Program Officer: NOS National Center for Coastal Ocean Science (NCCOS)
Competition Name: TEST GOL-59
Competition Manager: Janet Keise
Review Event Manager: Mr. Russell Callender
Review Event Mgr Email: teutemai@nccos2.nrc.noaa.gov

Reviewer Instructions

Name	Description
Users Guide	Grants Online Application Review User Guide
Evaluation Criteria	Evaluation Criteria from the Federal Funding Opportunity Report
Review Instructions 1.doc	add -- added in rev. instruction page

Funding Announcement

Name	Description
NOAA-NOS-NCCOS-2016-2003857 PFO Report - GOL-59.pdf	added in PFO launch page, not for internal use...
Review Instructions 2.doc	added in PFO launch page

Scoring Summary - Qualitative

Values	Criterion
Poor, Fair, Good	Qualitative Scoring Method

Assigned Application Reviews

Review Application	Status	Conflict of Interest	Score	Proposal Number	Applicant	Project Title
506	Reviewer actions on Application Review not started.	Conflict of Interest Form Not Certified			Bangor Publishing	TEST GOL-59

Export options: Excel

displayed correctly docs were not duplicated

- When the “Scored” and “Not Scored” review criteria are re-ordered (i.e., intermingled irrespective of the type), the resulting report is accurate.
[JIRA – 54, Kayako – SNL-991-92066]
- The email notification to Reviewers has been modified to display **all** applications to which the Reviewer has been assigned. [JIRA – 67]

Department of Commerce Request for Review of Grant Application(s)

If you are having trouble logging in or are otherwise having trouble conducting the review(s), please contact your Review Event Manager, listed below. The Review Event Manager will need the information in the previous two paragraphs in order to assist you.

The Review Event Manager is:

The Review Event Manager has scheduled this Review Event to end on Dec 31, 2015. You may be contacted separately by the Review Event Manager regarding a different due date for this application review.

The Applications you are requested to review are:

Applicant: COLFAX, CITY OF
Project Title: Test GOL-67 App # 2

If you are having trouble conducting the requested review(s), first try to contact the Review Event Manager listed above. If that person is not available, or is otherwise unable to assist you, please contact the Grants Online Help Desk at 1-877-662-2478 or 301-444-2112, Monday-Friday between 8:00 AM and 6:00 PM Eastern time.

We at the Department of Commerce, National Ocean Service (NOS) appreciate and thank you for the time and effort you are taking to assist us with this effort.

Sincerely,

Only 1 application is listed instead of 4 -- INCORRECT

The Review Event Manager has scheduled this Review Event to end on Dec 31, 2015. You may be contacted separately by the Review Event Manager regarding a different due date for this application review.

The Applications you are requested to review are:

Applicant: COLFAX, CITY OF
Project Title: Test GOL-67 App # 2

Applicant: STONE, LESLIE ASSOCIATES
Project Title: Test GOL-67 App # 4

Applicant: University of Arizona
Project Title: Test GOL-67 App # 3

Applicant: bangor
Project Title: TEST GOL-67 App # 1

If you are having trouble conducting the requested review(s), first try to contact the Review Event Manager listed above. If that person is not available, or is otherwise unable to assist you, please contact the Grants Online Help Desk at 1-877-662-2478 or 301-444-2112, Monday-Friday between 8:00 AM and 6:00 PM Eastern time.

We at the Department of Commerce, National Ocean Service (NOS) appreciate and thank you for the time and effort you are taking to assist us with this effort.

Sincerely,

All 4 applications were listed in the notification -- correct


EDA-Specific Tickets

1. Global Task Management (i.e., reassignment) privileges are granted to the System Administrator for the EDA Commit 1 & EDA Commit 2 tasks. [JIRA – 26]

Task Management -- Reassign
Are you sure you want to reassign the following task to **Ms. Cathy Kail** ?

One item found. 1

Award Number	Task Id	Owner	Project Title	Name	Document Id	Document Type	Created Date	Started Date
ED15HDQ3330031	3479045	EDA CommitTwo	TEST GOL-39	Review Procurement Request and Commitment of Funds	2440666	Procurement Request and Commitment of Funds	09/04/2015	09/04/2015



Your Tasks

Document Type: Status:

One item found. 1

View	Task Id	Task Name	Task Status	Document Type	Document Id	Start Date	Completed Date	Award Number
View	3479081	Review Procurement Request and Commitment of Funds	Not Started	Procurement Request and Commitment of Funds	2440666			ED15HDQ3330031

reassigned correctly

