

MINUTES OF MEETING

Prepared By	Anu Johnson	Mode	Zoom	Date	12-11-2020
				Time	9 am EST
Meeting	Session 6: Award Module				
Attendance	Attendees				
	Ellen Morthole				
	Bob Taylor				
	Ron Schultz				
	Emily Yuan				
	Sabari Nair				
	Krishna Prasad				
	Anu Johnson				

No	Meeting Agenda
1	Award set up
2	Award sections
3	Award Hierarchy
4	Medusa
5	SAP Integration
6	Award variation requests

Discussion Points	
No	Details
1	<p>Notice of Grant received at ORA. Shared services will be informed and SAP account is created.</p> <p>To create SAP account, IP number is mandatory. Only one IP will be linked to SAP account.</p> <p>Coeus will feed IPs of certain proposal types to SAP (every 15 minutes).</p>
2	SAP feed to Coeus every 15 minutes.

3	<p>SAP feed program will automatically create awards in Coeus. Data fields fed to Coeus from SAP will overwrite any updates or changes done in Coeus award record - every 15 minutes.</p> <p>Any change in award needs to be done manually through SAP (PI change, date change etc.)</p> <p>For these award changes, PD will be created and linked to award number so that Medusa will show them all.</p>
4	<p>Department users have view access to all IPs and Awards.</p>
5	<p><u>Award Statuses at JHU:</u></p> <p>Pre-Award - While the award is in the setup stage. These awards are fed to Coeus from SAP.</p> <p>Active - Based on award start date. In some awards status changes to active before award start date (Eg: - In case of pre-award authorizations). This status is in sync with SAP's active status.</p> <p>Terminated - Based on award end date, Coeus award record status will be set to Terminated. In SAP, award record will still active to facilitate post-closure activities (active up to 18 months.)</p>
7	<p>Dates & Amounts – Dates and Amount data (Obligated & Anticipated amounts) is coming from SAP.</p>
8	<p>Dates & Amounts – JHU allows obligated total to be greater than anticipated total. This needs to be parameterized in Fibi. (Business scenario for this: Program Income)</p>
9	<p>Award hierarchy – 001 always grant info from SAP</p> <p>002- primary spending account 003 – 00X → Cost Share accounts, subawards etc.</p> <p>CS account will always show \$0</p> <p>All 003 to 00X money should roll up to total in 002 account.</p>
10	<p>Award Budget, Award Templates, Report requirements, Payment, Terms – These sections are not used at JHU now.</p> <p>Award Attachments, Award questionnaires – not used now. But will be used in Fibi for variation requests.</p> <p>No printed forms from Coeus award module are used now.</p>
11	<p>Notifications – not directly from Coeus. JHU has custom programs running outside of Coeus application to send notifications on COI, export control etc.</p>

	These programs are utilizing the Coeus database. If PI answered yes to the COI question in the proposal stage, notifications are send out when proposal is submitted, award is setup with that proposal linked.
12	Medusa in award module is used by all users. Master Agreement to Task order relationship is an important view through Medusa since there is no other comprehensive view of this relationship elsewhere in Coeus
13	Ability to view Medusa across modules via dashboard is a wish list feature for department users. Most of the time PIs will not be aware of the proposal number or award number. All they know will be sponsor program number. If they can search by this and medusa pulls all related records and projects, it will be ideal solution to their pain point in using Coeus now. This functionality should make sure that detailed access is role protected.

Action Items					
No	Action item	Owner	Target Date	Status (Open / Closed)	Remarks
Current Meeting 12-11-2020					
Previous Meetings					
1	Jira project setup	Anu	12/18/2020	Open	
2	Centrify setup follow up	Bob	12/18/2020	Open	Bob, Vineeth and Anu met on 12/3/2020. Bob will follow up with JHU IT team to check more possibilities.
3	Current & Pending requirements and pain points – Connect with SMEs	Bob	12/18/2020	Open	

4	Proposal Types: Follow-up session to schedule to finalize.	Anu	12/9/2020	Closed	Meeting done on 12/09/2020
5	Proposal Budget: Follow-up session will be scheduled to finalize the requirements	Anu	12/14/2020	Open	Meeting scheduled for 12/14/2020
6	JHU decision – Proposal pre-review, Support functionality	JHU Team	1/11/2021	Open	
7	Coeus – business rules and functions, meta rules, maps	Bob	12/9/2020	Closed	Once Polus get Coeus QA application access, this can be extracted from the server. QA is production copy and refreshed recently.
8	Plan for Fibi demo on Grant Call to capture limited submissions, internal funding.	Anu	1/21/2020	Open	