**Process Change for Iowa Energy Center and Leopold Center Grants**

The Iowa Energy Center and the Leopold Center at ISU issue grants to ISU faculty and outside entities for projects funded by the respective centers.

Currently:

* IEC and LC release a call for proposals.
* ISU faculty submit proposals directly to the Centers for consideration.
* The Centers review the proposals and make a determination on which proposals to fund.
* IEC and LC notify PIs if the grant proposal is going to be awarded.
* An award notice and grant agreement are sent to the PI.
* Supplemental budgets are attached to the grant agreement and routed through campus for the appropriate signatures and for OSPA to document and record the funding.
* Currently Kuali Coeus records these grants as children in the Kuali-Coeus system, but the Kuali Financial System records them as parents.
* Going forward, KC and KFS need to record the agreements in the same manner for KC-KFS integration.

A meeting was held with representatives from the Leopold Center, the Iowa Energy Center, SPA and OSPA to discuss how best to proceed in order for KC and KFS systems to match and document the awards in the same manner. As a result of this meeting, beginning July 1, funded grants awarded from the Iowa Energy Center and the Leopold Center will follow a different process.

* Beginning July 1, at the award stage grant recipients from IEC and LC will need to generate a goldsheet instead of routing a supplemental budget.
* A detailed budget using the one-page budget form (Bob Lite) from the OSPA website , the award letter and the grant agreement will need to be attached to the goldsheet.
* A new award type of “internal grant program” will be available on the goldsheet.
* The sponsor listed on the goldsheet will be either Leopold Center or Iowa Energy Center.
* LC and IES award recipients after July 1 will receive additional instructions regarding the detailed process they should follow.
* OSPA, the Leopold Center and the Iowa Energy Center will continue to have discussions prior to July 1, to discuss any issues that are raised about the impending changes and to develop the instructions that will be included with IEC and LC grant awards issued after July 1.