
Notice of Award

Key Roles

- Division of Sponsored Programs (DSP)
- Grant Accounting Office (GAO)
- Principal Investigator (PI)
- Department Administrator

What is a Notice of Award (NOA)

A Notice of Award (NoA) is the official, legal document from a funding agency confirming that a grant proposal has been funded, detailing the award amount, budget, performance period, terms, conditions, and instructions for requesting funds.

It serves as the authorization for the recipient to begin spending funds and is a crucial reference for financial management and reporting throughout the project's life.

Notice of Award (NOA) at the University of Iowa

- Sponsored Project award notices and all accompanying materials should be directed to the Division of Sponsored Programs, dsp@uiowa.edu.
- Awards are made to The University of Iowa, rather than the individual applicant, and carry a specific set of terms and conditions the institution must accept.
- Terms and conditions generally include guidelines for administering and performing the project in accordance with sponsor requirements.
- DSP reviews, negotiates, and accepts awards on behalf of the University.

Common Elements

- Key Identification & Funding Details

- **Recipient Information**

- Name, address, congressional district, EIN, Unique Entity Identifier (UEI).

- **Project Information:**

- Project Title, Federal Award Identification Number (FAIN), Award Number, Statutory Authority.

- **Personnel:**

- Principal Investigator (PI) or Project Director, Authorized Official.

- **Financials:**

- Obligated funds, budget period, budget breakdown, F&A costs, payment/invoicing instructions.

Common Elements

- Terms & Conditions

- **Period of Performance:** Start and end dates.
 - Period of Performance and Budget Period may be different
- **Scope of Work:** Confirmation of the project's approved scope.
- **Reporting:** Requirements, frequency, and due dates (progress, financial).
- **Invoicing:** How and when to request funds.
- **Standard Terms:** Applicable laws, regulations (e.g., 2 CFR Part 200), NIH GPS, NSF PAPPG, etc.
- **Specific Terms:** Conditions unique to the award (e.g., restrictive terms, carryover, cost-sharing).
- **Intellectual Property:** Rules on IP, publication, and dissemination.

Common Elements

- **Important Contacts**
 - **Sponsor Contacts:**
 - Program Official
 - Agency Contact
- **Standardized Federal Elements**
 - **Federal Award Identification Number (FAIN):**
 - Unique identifier for the federal award
 - **Assistance Listing Number(ALN):**
 - Identifies the specific funding program

NIH – NOA

- **Cover Page:** Project title, PI, organization, award type, budget total, and project/budget start/end dates.
- **Section I: Award Data:** Details on award calculations, funding levels for current and future years, and references to subsequent budget periods.
- **Section II: Payment Information:** How funds are paid (via Payment Management System) and OIG contact info.
- **Section III: Standard Terms:** General rules like relevant legislation, the NIH Grants Policy Statement (NIHGPS), carryover rules, and Streamlined Non-competing Award Process (SNAP) status.
- **Section IV: Specific Terms:** Institute-specific conditions, restrictions, milestones, minimum effort, Data Management and Sharing (DMS) plan requirements, and program/grants management contacts.

NOA – NSF

Key Award Details: Funding amounts, project start/end dates, budget breakdown.

Parties Involved: Identifies the grantee institution and Principal Investigator (PI).

Budget: The detailed breakdown of expenses by categories (e.g., salaries, travel, equipment) on which the NSF based its financial support for the project.

Contact Info: Names and contacts for the assigned Program Director and Grants Management Specialist.

Terms & Conditions:

- **Standard Conditions:** General federal and NSF requirements (e.g., reporting, fund management).
- **Specific Conditions:** Award-specific restrictions or requirements (e.g., changes in scope, effort).
- **Incorporated Documents:** Refers to the PAPPG and relevant solicitations/announcements.

Quick Tips

- Reviewing Notices of Award promptly upon receipt, alongside the sponsor's general award management guidelines, helps ensure that projects start and progress smoothly.
- The Period of Performance and the Budget Period may not align and are often defined differently on the Notice of Award.
- If questions arise about award terms, dates, or requirements, contact DSP or GAO for clarification.

References and additional information

- GAO website
 - gao.fo.uiowa.edu
- Contact us
 - gao.fo.uiowa.edu/contact-us

IOWA

gao.fo.uiowa.edu