

Euna Role Name Equivalent	<u>Key Role Abilities</u>
Opportunity/Grant Manager	• Oversees the grant application from beginning to end • Manages Grant Program open/close/due date settings • Assigns program staff (PGM's, Scorers, Viewers, etc) to documents • Can override application/award record workflow statuses if needed • Reviews applications for consideration of funding (Scoring) • Approves/Denies Pre-Award Modifications, Program Modifications, and Amendments • Views/Checks statuses of Applications/Grants, Program Reports, and Fiscal Reports • Ability to compose and send mass Email messages to users within the system • Request Requisition worksheets, purchase orders, etc in the system • Runs data reports
Division Director	Alternative Key Role Abilities description: Manages grant programs end-to-end; oversees applications, workflow staff and reviewer/scorer assignment, awards, monitoring/compliance reporting, and data reporting. Division Director: Will have all listed Grant Manager capabilities; specifically responsible for assigning program staff/reviewers to program workflows, reviewing/approving/denying award amendments, and/or managing key program settings such as application open/close dates.
Finance Staff	• Processes Fiscal Reports • Completes Requisition Worksheets and Purchase Orders within the system Alternative Key Role Abilities description: Processes fiscal reports and completes requisition/purchasing tasks.
Finance Manager	• Administrator of Financial Accounts in Euna Grants • Oversees payments being processed • Views Applications/Grants and Fiscal Reports Alternative Key Role Abilities description: Administers financial accounts; oversees payment processing; approves financial actions
Executive Director	• Reviews Grant Agreements and Amendments • Signs Grant Agreements and Amendments Alternative Key Role Abilities description: Reviews and signs Grant Agreements and Amendments; primarily a read-only system presence
Legal Staff	• Reviews Grant Agreements and Amendments • Views Applications/Grants, Program Reports and Fiscal Reports. Alternative Key Role Abilities description: Reviews grant agreements and amendments; views applications, reports, and fiscal records; cannot approve
Legal Manager	• Reviews/Approves Grant Agreements and Amendments • Views Applications/Grants, Program Reports and Fiscal Reports. Alternative Key Role Abilities description: Reviews and approves grant agreements and amendments; views applications, reports, and fiscal records
Reviewer/Scorer	• Review and scores applications for consideration of funding (scoring) Alternative Key Role Abilities description: Reviews and scores applications for funding consideration; only sees records they are directly assigned to
Agency Viewer	• Views Applications/Grants, Program Reports and Fiscal Reports Alternative Key Role Abilities description: Read-only access to applications, grants, program reports, and fiscal reports