

## MEMORANDUM

**TO:** Deans, Directors and Department Heads

**FROM:** Linda Dykstra, Interim Vice Provost for Graduate Studies and Research  
Roger Patterson, Associate Vice Chancellor for Finance  
Steve Jarrell, Executive Director, Administrative Information Services  
Robert P. Lowman, Associate Vice Provost for Research  
F. John Case, Executive Director, Office of Contracts and Grants

**DATE:** September 6, 2000

**RE:** Implementation of Coeus, Phase One

We're pleased to announce that the University of North Carolina at Chapel Hill has just launched a new computer system for electronic research administration, designated Coeus. Coeus, which is named for the Titan god of intelligence, was licensed from MIT. It will provide a system for the complete electronic development and preparation of proposals. It will also assist in post-award management by maintaining a history of every change made to an award from the notice of award through project closeout.

Coeus will be introduced in several phases over the next year. In the first phase, the system will contain information about all proposals submitted and awards received across the entire University from July 1, 1999 to date. As of today, all proposal data have been loaded into Coeus; award data will be loaded over the next few months. Phase II will be the implementation of proposal development in pilot departments – including budget preparation and electronic routing.

Part of Phase I Coeus is now available to users across campus. Coeus will become a valuable tool for deans, directors and department heads, because it allows you to monitor sponsored program activity in your own unit and compare your unit to any other department, center, school or college on campus.

You will be able to sort data along many dimensions, such as by administrative unit, individual investigator, or sponsor. Users will be able to download data about proposals submitted or awards received for all their faculty, including those who submit their proposals through other administrative units on campus.

In order to take advantage of the power Coeus offers you to monitor, manage and project sponsored program proposals and awards in your unit more effectively, you will need to be sure that key personnel in your unit are trained on the system. You may wish to have your business manager or several grants managers receive training. You may, of course, receive the training yourself and use the system personally.

The Grants Management Team is ready to start offering Coeus training opportunities in September. We ask that you identify the individuals in your unit who should receive training so they can be invited to participate and begin using the system immediately.

Coeus is an exciting development in research administration. We hope you will benefit from this system and encourage you to identify key individuals in your unit for training.

A copy of this letter and a Coeus User Request form, along with directions and class schedules, are being emailed to your department managers/administrators. If you have any questions, please direct them to Sandra Shirley, Grants Management Team Leader, at [sandra\\_shirley@unc.edu](mailto:sandra_shirley@unc.edu) or 966-4046.