

Overview

Electronic Document Storage (EDS) in KC is MIT's digital solution to streamline collaboration and provide improved access to proposal and award documents. It enables **24/7 access** to Institute Proposal (IP), Award, and Subaward attachments for all research stakeholders, including PIs.

How to Get Access

Access Permissions

- Access is based on Roles + Unit Authorization via the Roles DB.
- Required EDS Roles:
 - View shared award documents KC
 - View shared institutional proposal doc KC
 - View shared subaward docs KC
 - View dev proposal attachment KC
 - View all shared documents KC (grants all of the above)
- Module roles (e.g., "View Award KC") do not include attachment access. Document roles must be added separately.

My Research Activity

Project Documents

Showing 1 to 3 of 3 entries

Proposals Awards Project Documents

Membership Agreement for the Molecular Foundal Expenditures

Molecular Entropy Standards Initiative

Multi-Sponsored Consortiun

Multi-Sponsored Consortiun

Role Setup:

Contact your DLCI Financial Authorizer to be assigned a role in Roles DB

Navigating EDS

For PIs & Researchers:

- Go to KC Dashboard → My Research
 Activity → Project Documents tab
- Click View next to an award to access linked proposal/award documents
- No KC role required MIT Certificates must be up to date

For Admins & Support Staff:

- Use the "EDS" link in Award Search Results
- Or view attachments directly within:
 - Institute Proposal
 - Award
 - Subaward

Use the **Medusa tab** to view cross-linked documents across modules.

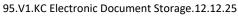
Related Documentation

List of Kuali Coeus Roles

Getting Help

For questions regarding Kuali Coeus Quick Reference Cards, email the Support Team at ra-help@mit.edu.





09/01/2002 03/30/2026

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06/01/2023 05/31/2026

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