

# Grants Management Role Definitions

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The Grants Management System integrates with the myNHDOE system (<https://my.doe.nh.gov>) for authentication and authorization of users and roles. The myNHDOE system provides the definitions and configuration for the Grants System where roles within myNHDOE are assigned to the Grants system. Users within the myNHDOE system are then assigned to the Grants roles. External users are assigned various entity levels that include SAU, District, School, as well as Institutions that are made up of Universities, Colleges and Reporting Authorities (RA).

## **Grant Management Roles:**

**SAU Superintendent** – This role has limited access to the specific SAU assigned, and access to all grant types assigned to the districts and schools within the SAU. The purpose of this role is to review, approve and submit grant applications and period reports.

**SAU Security Administrator** – This role has limited access to the specific SAU assigned. The purpose of this role is to manage grant type access for myNHDOE users who are assigned Grant Management System role(s) within the given SAU.

**SAU User** – This role has limited access to the specific SAU assigned, along with access to the District within the SAU and schools within the given district, and limited access to the grant type(s) assigned. The purpose of this role is to perform data entry of grant applications and reporting periods.

**DST User** – This role has limited access to the specific district assigned, along with access to the Schools within the given district, and limited access to the grant type(s) assigned. The purpose of this role is to perform data entry of grant applications and reporting periods.

**RA Authorized Official** – This role has limited access to the specific Institution (RA) assigned and limited access to the grant type(s) assigned.

**RA Data Entry** – This role has limited access to the specific Institution (RA) assigned and limited access to the grant type(s) assigned. The purpose of this role is to perform data entry of grant applications and reporting periods.

**Read Only** – This is a DOE role has read only access to all entities and all grant types within the system.

**Read Only Institution** – This read only role has limited access to the specific Institutions (RAs) assigned and access to all grant types assigned to the given RA.

**Read Only SAU User** – This read only role has limited access to the specific SAU assigned and access to all grant types assigned to the given districts and schools within the SAU.