



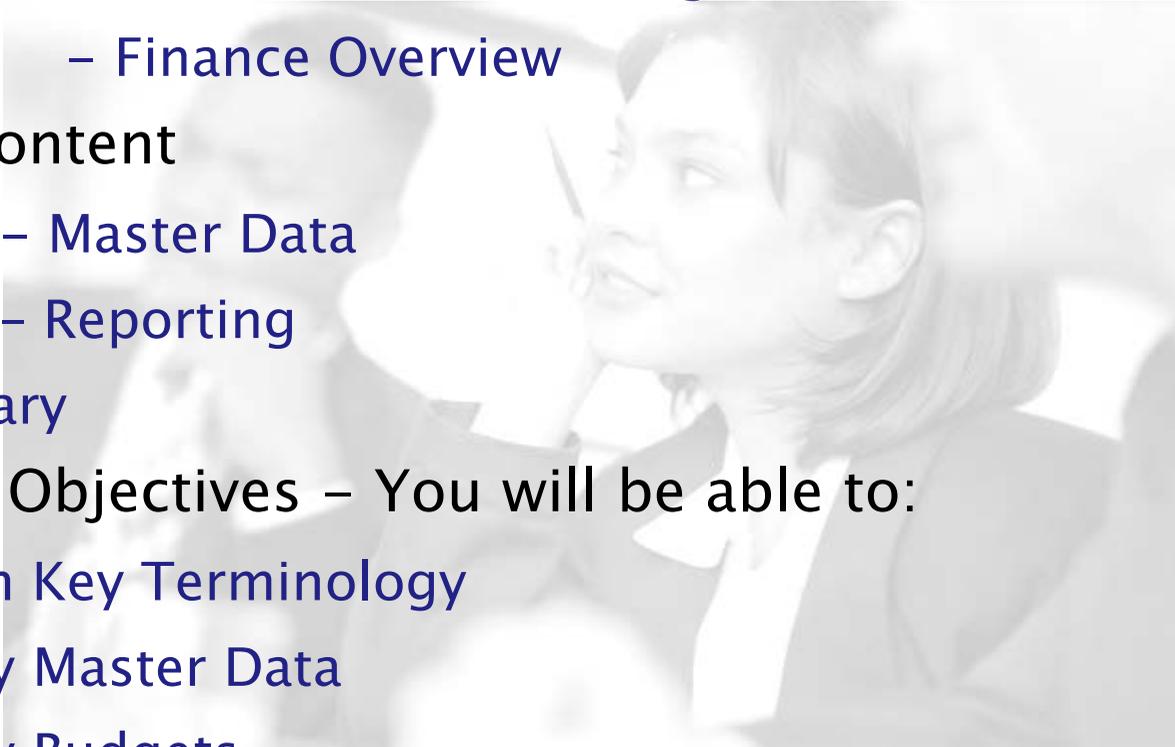
Grants Management Analysis

FI_GM_310



Introduction

- Prerequisites
 - ◆ UK_100 – SAP Awareness & Navigation
 - ◆ FI_200 – Finance Overview
- Course Content
 - ◆ Unit 1 – Master Data
 - ◆ Unit 2 – Reporting
 - ◆ Summary
- Learning Objectives – You will be able to:
 - ◆ Explain Key Terminology
 - ◆ Display Master Data
 - ◆ Display Budgets
 - ◆ Run Grant Reports



Unit 1 – Master Data



- Display Grant/WBS Elements
- Understand BudRules
- Understand AVC (**AV**ailability **C**ontrol)

Key Terminology

- **WBS Element** – (Work Breakdown Structure) Unique number for each Grant.

 *Costs are posted to Grants using WBS Elements.*

- **G/L Account** – Code that identifies the specific expenditure.
- **Sponsored Class** – a grouping of expenses used for financial reporting. A Sponsored Class can represent a single G/L account or a group of G/L accounts.

Display Grants

- Use transaction GMGRANTD to display a grant number (WBS ELEMENT)

Display Grant Master - Incoming

Relationships Object Mapper Budget Overview

Grant

General Data Responsibilities Award Dimensions Cost Share Reference Billing Reporting Payment O.

Basic Data

Grant Type	<input type="text"/>
Company Code	<input type="text"/>
Sponsor	<input type="text"/>
Authorization Group	<input type="text"/>
Award Type	<input type="text"/>

Budget Period

Budget From Date	<input type="text"/>
Budget To Date	<input type="text"/>

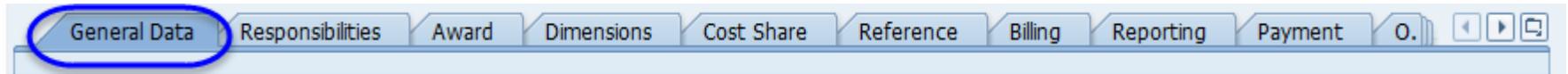
Description

Name	<input type="text"/>
Description	<input type="text"/>
Department	<input type="text"/>

Currency and Conversion Factors

Grant Currency	<input type="text"/>
Grant Value	0.00
Date of Exchange Rate	<input type="text"/>
Exchange Rate	<input type="text"/>
Ratio (from)	0
Ratio (to)	0

Grant Master Data - By Tab



- The General Data tab contains information such as sponsor, PI name and budget period.

Display Grant Master 3200001409 - Incoming

Grant: 3200001409 MOSQUITO AND TICK TESTING FY18

Deletion Indicator: Award:

General Data | Responsibilities | Award | Dimensions | Cost Share | Reference | Billing | Reporting | Payment | O

Basic Data	
Grant Type	AG Agreement
Company Code	UK00 University of Kentucky
Sponsor	1000200024 KY Department for Public Health Division of Prevention
Authorization Group	
Award Type	NEW New award

Budget Period	
Budget From Date	07/01/2017
Budget To Date	06/30/2018

Description	
Name	CARTER CRAIG
Description	MOSQUITO AND TICK TESTING FY18
Department	81250 VETERINARY DIAGNOSTIC LABORATORY

Currency and Conversion Factors	
Grant Currency	USD United States Dollar
Grant Value	13,500.00

Display Grants – Life Cycle Status



A grant has a limited life cycle, split into phases, indicated by a status in GM as follows:

- ◆ **Award; Expected:** The sponsor has indicated that the grant will be approved, but the fully executed award has not been received. The department will be responsible if not funded.

○○■ Award ▲ Expected Award

- ◆ **Award; Award:** The sponsor approves the grant and a fully executed award is received.

○○■ Award ○○○ Award

- ◆ **Award; 30 days to End Date:** The award is 30 days from expiring, the award is closed to new commitments which must go through UK's Purchasing Department.

○○■ Award ○▲○ 30 Days to End Date

- ◆ **Award; Ended:** The award has expired, but has not been moved to closing status.

○○■ Award ⚠ Ended

- ◆ **Closing; Accounting Review:** RFS (Research Financial Services) is working on or has submitted the final financial report but final cash has not been received.

○▲○ Closing ⛔ Accounting Review

Display Grant Master Data – Award Status

 *Grants must be in Award status in order to post charges. Charges will not post to grants in Closing status.*

 Deletion Indicator  Award

- Technical Number ID for award status is *15616*

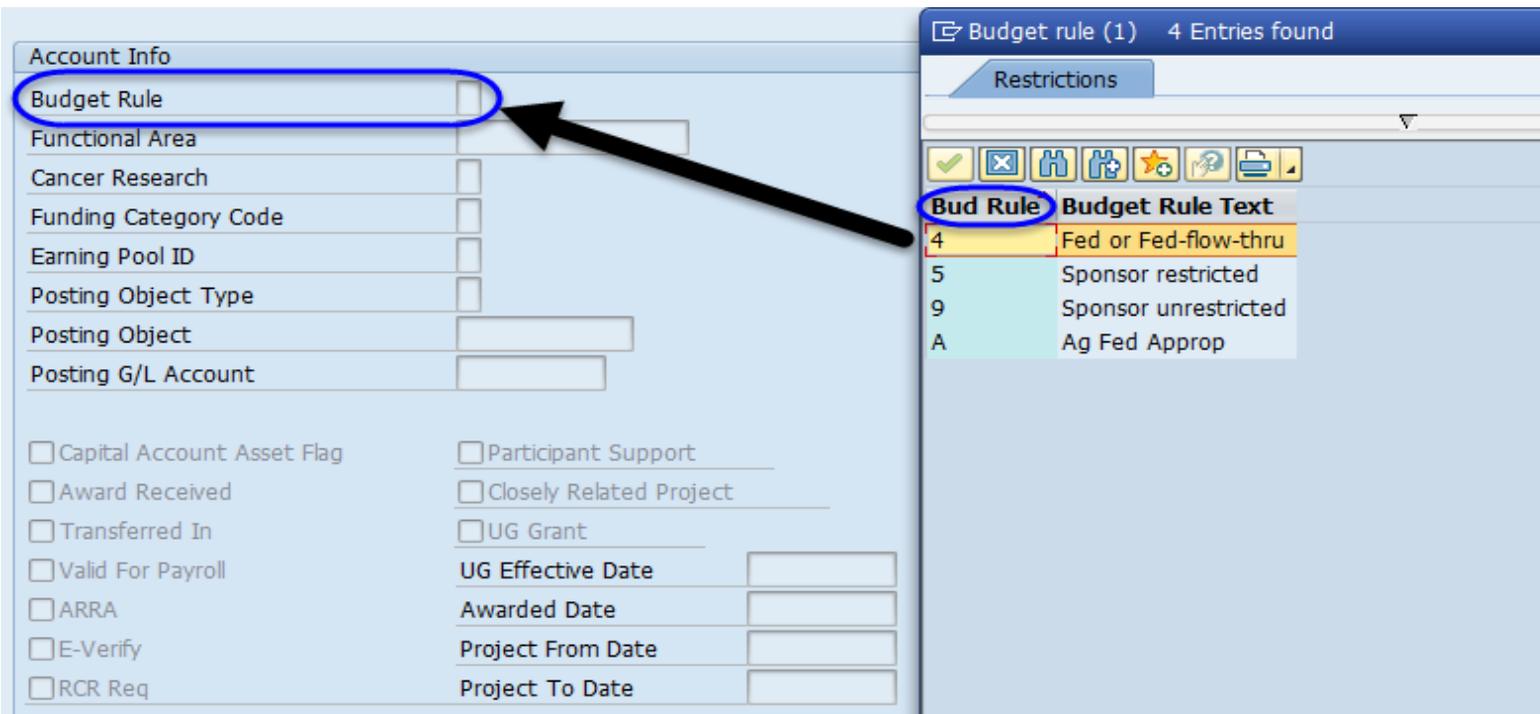
(The technical lifecycle status is used for the Master Data Index transaction and the BW reports with lifecycle section)

Lifecycle Status	Lifecycle Icon	Lifecycle Stat.Desc
15616		Award

Grant Master Data – By Tab (3)



- The **Award Data tab** contains the BudRule (Budget Rule) which indicates how the budget is controlled in the system.



The screenshot shows the 'Award' tab in the software interface. The 'Budget Rule' field is highlighted with a blue circle. A black arrow points from this field to a pop-up window titled 'Budget rule (1) 4 Entries found'. The pop-up window has a 'Restrictions' tab and a table of budget rules.

Bud Rule	Budget Rule Text
4	Fed or Fed-flow-thru
5	Sponsor restricted
9	Sponsor unrestricted
A	Ag Fed Approp

Grant Master Data – By Tab (4)



 *The Dimensions tab contains both external and internal funds used to record expenses and revenues associated with each grant.*

Display Grant Master 3200001409 - Incoming

Grant: 3200001409 MOSQUITO AND TICK TESTING FY18
Grant Type: AG Agreement
Sponsor: 1000200024 KY Department for Public Health Division of Prevention

Deletion Indicator: Award: Award:

General Data Responsibilities Award **Dimensions** Cost Share Reference Billing Reporting Payment O.

Fund	IDC Recovery	Cost Sharing	Prog Income	GM Fund Type	Description
0011092100	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Internal	RES UKRF
0011890300	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Internal	PROVOST COST SHARE
0226000010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	External	State of KY Sponsor

Dimensions tab



- External Fund – where Sponsor expenses are captured for billing purposes. Sponsor funds begin with 0226*
- Internal Fund (COST SHARE) – where cost share expenses are captured for billing purposes. Cost share funds begin with 001189*
- Internal Fund (RES UKRF) – where Facilities and Administrative (F&A) expenses are captured for billing purposes. F&A fund number is 0011092100. *(Not to be used by Users.)*
- *Example both sponsored fund and cost share fund.*

Fund	IDC Recovery	Cost Sharing	Prog Income	GM Fund Type	Description
0011092100	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Internal	RES UKRF
0011890300	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Internal	PROVOST COST SHARE
0226000010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	External	State of KY Sponsor

Grant Master Data – By Tab (6)



General Data Responsibilities Award Dimensions Cost Share **Reference** Billing Reporting Payment O. [Navigation icons]

- The **Reference tab** contains the External Reference which is used to store the sponsor's generated identification number. Also contains the Internal Reference 12 digits number assigned by the Office of Sponsored Projects Administration (OSPA).

Reference	
External Reference	P02 728 1700004571
CFDA Number	93.323 Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)
FAIN	

Sponsor Id	
Sponsor Id 1	
Sponsor Id 2	
Sponsor Id 3	

Grant Recipient Data	
Internal Reference	201708080826

Grant Master Data – By Tab (7)



- The Reporting tab contains all information required for reporting including the fiscal report frequency and the date of the final fiscal report.
- The final fiscal reports are the first on the list to be done by the financial administrators in Research Financial Services. If the ROE Final Fiscal Expense and ROE Final Mailed Date are filled, that indicates what the final results were submitted to the sponsor.

Reporting tab



Display Grant Master 320001409 - Incoming

Relationships Object Mapper Budget Overview

Grant: 320001409 MOSQUITO AND TICK TESTING FY18
Grant Type: AG Agreement
Sponsor: 1000200024 KY Department for Public Health Division of Prevention

Deletion Indicator Award Award

General Data Responsibilities Award Dimensions Cost Share Reference Billing **Reporting** Payment O.

Grant Reporting

Fiscal Report Final Date: 06/30/2018

FscI Rpt Frmt	FscI Rpt Freq	FscI Rpt Due Dt	FscI Rpt Document...	Sponsor Specific Invoice
04	QTLY	10/31/2017	<input type="checkbox"/>	

ROE Final Expense: 0.00
ROE Final Mailed Date:
Commons Acceptance Date:
Closed Date:
Retention Period: 0
Retention Date:
Audit Date:
ROE Final Comp By:
ROE Submitted Date:
ROE Revision Date:
ROE Revision Number: 0

Grant Master Data – By Tab (8)



- The **Overhead Costs tab** contains the F&A Rate (Indirect Rate), the time period for each rate charged, and the sponsored classes that is applicable for IDC relevant. This is populated from the sponsored classes on the Dimension tab sponsored class section.
- The **F&A tab** contains the overhead base used on that particular grant (the most common overhead base is “04” listed below)

Note: Overhead Base 04 – F&A charged on Total Direct Cost (TDC) less Equipment, Capital Expenditures, Subcontracts > \$25,000, Tuition, Scholarships, Fellowships, Patient Care, Participant Support Costs, and Rent.

- To learn more visit the Rate classes website link:
<http://www.uky.edu/hr/training/offerings/research-administration-rate>

Overhead Costs tab and F&A tab



Display Grant Master 320001409 - Incoming

Relationships | Object Mapper | Budget Overview

Grant: 320001409 MOSQUITO AND TICK TESTING FY18

Deletion Indicator | Award | Award

Dimensions | Cost Share | Reference | Billing | Reporting | Payment | **Overhead Costs** | Overhead Cost Limits

Overhead Cost Rule
IDC Rule: 1 CALCULATE AT PAYMENT

Overhead Cost Record

Sponsored Program	Sponsored Class	Valid from Date	Valid to Date	Indirect Rate
81250-0320	E500000	07/01/2017	06/30/2018	34.000
81250-0320	E510000	07/01/2017	06/30/2018	34.000
81250-0320	E511000	07/01/2017	06/30/2018	34.000
81250-0320	E511011	07/01/2017	06/30/2018	34.000
81250-0320	E511099	07/01/2017	06/30/2018	34.000
81250-0320	E512000	07/01/2017	06/30/2018	34.000
81250-0320	E512010	07/01/2017	06/30/2018	34.000

Budget | Posting | F & A | Address

Overhead Base (1) 9 Entries found

Restrictions

Overhead Base: 04 TDC LESS EQUIP/SUBCONTR > \$ 25000

F & A Cost Category: E03 Other Sponsored Activities - Agriculture

On-Campus

Full Rate

SPA

Valid from Date: 07/01/2017

Valid to Date: 06/30/2018

History

Ovhd Base | Overhead Base

01	TOTAL DIRECT COSTS
02	SALARIES & WAGES
03	TOTAL DIRECT COSTS LESS EQUIP
04	TDC LESS EQUIP/SUBCONTR > \$ 25000
05	TOTAL DIRECT COSTS LESS TUITION/FEES
06	TDC LESS STIPENDS/PARTICIPANTS
07	SPECIAL BASE SEE BUDGET DOC
08	CASH RECEIPTS
09	NONE

9 Entries found

Budget Rule – Sponsored Class – GMCLASS



- As stated before the Award Data tab contains the Bud Rule (Budget Rule) to indicate how the budget is controlled in the system.
- Relationship of the sponsored class to the budget is dependent upon the Budget rule assigned to the grant.

The screenshot displays two parts of the GMCLASS interface. On the left, a 'Budget rule (1) 4 Entries found' window shows a table of budget rules. The 'Bud Rule' column has values 4, 5, 9, and A, with '4' circled in red. The 'Budget Rule Text' column has values 'Fed or Fed-flow-thru', 'Sponsor restricted', 'Sponsor unrestricted', and 'Ag Fed Approp'. An arrow points from the circled '4' to the 'Award' tab in the main window. The main window is titled 'Display Grant Master 3200001409 - Incoming' and shows the 'Award' tab selected. The 'Award' tab contains a table with the following data:

Field	Value	Description
Budget Rule	4	Fed or Fed-flow-thru
Functional Area	0320	Community Services
Cancer Research	N	NOT ELIGIBLE FOR MATCH OR REPORTABLE
Funding Category Code	G	GRANT & CONTRACT
Earning Pool ID	F	Interest postings on Grants with Fe
Posting Object Type		
Posting Object		
Posting G/L Account		

Budget Rule – Sponsored Classes



- The budget for the grant account must have available dollars in the Sponsored Class which contains the g/l account.
- To find this Sponsored Class you need to use the BudRule Crosswalk. That Crosswalk is available on the following web sites:

<https://www.research.uky.edu/ospa>

<https://www.uky.edu/ufs/research-financial-services>

8/21/2017		PADR 1		Office of Sponsored Projects Administration		Project Account Data Record																
1. Account 3200001409 Awarded	6. Sponsor 1000200024 KY Department for Public Health	11. Principal Investigator Craig Carter Veterinary Diagnostic Laborato 1490 BULL LEA BOX 14125 KY craig.carter@uky.edu P - 8593214890 F - Z -		12. Project Period Start 05/01/17 End 06/30/18																		
2. MIS # 201708080826	7. Sponsor ID: PO2 728 1700004571	7a. Code 3476		13. Budget Period Start 07/01/17 End 06/30/18																		
3. Research Administrator Greg Hatton p - 257-9420 f - 323-1060 glha225@uky.edu	8. Project Title Mosquito And Tick Testing FY18		14. Award Type Cost Reimbursement Agreement																			
4. Financial Administrator Tina Johnson 257-6267 tina.johnson@uky.edu	4a. CGO Betty Newsom 257-7291 bnewsom@uky.edu		15. Indirect Cost Information Overhead Rate 34 %																			
4b. IBU , ,		18. Source of Funds																				
5. Project History 201706091342	9. CFDA 93.323		<table border="1"> <thead> <tr> <th></th> <th>Revision</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>New funds, current period</td> <td>13,500.00</td> <td>13,500.00</td> </tr> <tr> <td>Carry fwd, prior periods</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Project Fees and other income</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Total Project Commitments</td> <td></td> <td>13,500.00</td> </tr> </tbody> </table>						Revision	Amount	New funds, current period	13,500.00	13,500.00	Carry fwd, prior periods	0.00	0.00	Project Fees and other income	0.00	0.00	Total Project Commitments		13,500.00
	Revision	Amount																				
New funds, current period	13,500.00	13,500.00																				
Carry fwd, prior periods	0.00	0.00																				
Project Fees and other income	0.00	0.00																				
Total Project Commitments		13,500.00																				
10. Reso. Unit 81250	Veterinary Diagnostic Laborato																					
16. Budget Information Prime Account BudRule: 4																						
Sponsor Class		Revision		Amount																		
E511000	Direct Salary & Benefits	7075		7075																		
E530011	Travel-Domestic	1000		1000																		
E530300	Direct Current Expenses	2000		2000																		
E590020	F&A Costs	3425		3425																		
Total Direct (R415000)		\$10,075		\$10,075																		
Total Indirect (R475000)		\$3,425		\$3,425																		
Total		\$13,500		\$13,500																		

Budget Rule – Sponsored Classes



- The crosswalk gives you the g/l account roll up into Sponsored Class.
- The first three columns show the Sponsored Class by budget rule. The Sponsored Class may be different for different BudRules!

	A	B	C	D	E	F	G	H
1	Budgeted Sponsored Class for Budget Rule 4	Budgeted Sponsored Class for Budget Rule 5	Budgeted Sponsored Class for Budget Rule 9	Sponsored Class	Sponsored Class Description	Direct Expense allowed on grant	G/L Accounts	G/L Account Description
33	E511000	E510000	E500000	E511011	Faculty Salary	Yes	511231	Librarian-PT Regular
34	E511000	E510000	E500000	E511011	Faculty Salary	Yes	511232	Librarian-PT Nproduc
35	E511099	E510000	E500000	E511099	Faculty CAS Salary		511233	Librarian-PT Bonus
36	E511099	E510000	E500000	E511099	Faculty CAS Salary		511234	Lecturer-PT Prac Bon
37	E511099	E510000	E500000	E511099	Faculty CAS Salary		511235	Lecturer-PT Bonus
38	E511099	E511099	E511099	E511099	Faculty CAS Salary		511239	Librarian PT Cell AI
39	E511000	E510000	E500000	E511011	Faculty Salary	Yes	511311	Temp Faculty
40	E511000	E510000	E500000	E511011	Faculty Salary	Yes	511312	Temp Lecture
41	E511000	E510000	E500000	E511011	Faculty Salary	Yes	511313	Temp Librarian
42	E511099	E510000	E500000	E511099	Faculty CAS Salary		511400	Excess 403B Pay
43	E512010	E510000	E500000	E512011	Exec/Mgrl/Admin Salary		512011	Executive - Regular
44	E512010	E510000	E500000	E512011	Exec/Mgrl/Admin Salary		512012	Executive-Nproductv
45	E512019	E510000	E500000	E512019	Exec/Mgrl/Admin CAS Salary		512013	Executive-Premi/Bonu
46	E512019	E510000	E500000	E512019	Exec/Mgrl/Admin CAS Salary		512014	Executive- Overtime
47	E512099	E510000	E500000	E512099	Staff CAS Salary		512017	Coaches Salaries
48	E512019	E510000	E500000	E512019	Exec/Mgrl/Admin CAS Salary		512018	Coaches Prem/Bonus
49	E512019	E510000	E500000	E512019	Exec/Mgrl/Admin CAS Salary		512019	Exec/Mang Cell Allow

Note: *BudRule 4 grant(s) have federal or federal flow thru money. If a g/l account is not noted in Direct expense column with “Yes” it would be considered as a CAS item.*

Under Uniform Guidance (UG) regulated in Code of Federal Regulations (CFR) that g/l account would be unallowable cost(s).

Budget Overview – GMGRANTD



You can see an overview of the budget for a grant by using budget overview. This breakdown on the sponsored classes should match your PADR amounts.

Display Grant Master 3200001409 - Incoming

Relationships | Object Mapper | **Budget Overview**

Grant: 3200001409 MOSQUITO AND TICK TESTING FY18

Deletion Indicator: Award: Award:

General Data | Responsibilities | Award | Dimensions | Cost Share | Reference | Billing | Reporting | Payment

Selection

Fund/Program/Class/ Timeslice	Sp. Class	Desc.	Sp.Direct	Actuals	Delta	IntFundRel	Fund
All Funds			27,000.00	0.00	27,000.00	0.00	
External Funds			27,000.00	0.00	27,000.00	0.00	
State of KY Sponsor			27,000.00	0.00	27,000.00	0.00	0226000010
Expense			13,500.00	0.00	13,500.00	0.00	0226000010
Livestock Diag Dis Ctr-ServSP			13,500.00	0.00	13,500.00	0.00	0226000010
Released			13,500.00	0.00	13,500.00	0.00	0226000010
010[07/01/2017-06/30/2018]			13,500.00	0.00	13,500.00	0.00	0226000010
Direct Salary & Benefits	E511000	Direct Salary & Benefits	7,075.00	0.00	7,075.00	0.00	0226000010
Travel-Domestic	E530011	Travel-Domestic	1,000.00	0.00	1,000.00	0.00	0226000010
Direct Current Expenses	E530300	Direct Current Expenses	2,000.00	0.00	2,000.00	0.00	0226000010
F&A Costs	E590020	F&A Costs	3,425.00	0.00	3,425.00	0.00	0226000010
Revenue			13,500.00	0.00	13,500.00	0.00	0226000010
Livestock Diag Dis Ctr-ServSP			13,500.00	0.00	13,500.00	0.00	0226000010
Released			13,500.00	0.00	13,500.00	0.00	0226000010

Unit 2– Reporting



- IRIS/SAP
 - ◆ Overview of GM AVC Values (GMAVCOVRW)
 - ◆ Master Data Index for Grant (S_ALN_01000079)
 - ◆ Annual Budget vs. Commitment/Actual Line Item (S_ALN_01000003)
 - ◆ Scopes for Prime Grant (ZPRIME)
 - ◆ Purchase Order by Account Assignment (ME2K)
- Business Warehouse (BW)
 - ◆ Grant Ledger Sheets
 - PI Summary – Summary of a grant’s expenditures by sponsored class

Availability Control



What is Availability Control (AVC)?

Availability Control is a mechanism within SAP that ensures compliance with grant budgeting policies.

How does it work?

Charges will not post unless there are sufficient funds available in the appropriate sponsored class. If the Roll Up budget is over spent by 10% or \$1000 (whichever is less) or the grant has ended, charges will not post to the grant.

Exceptions to AVC?

Currently payroll is overriding AVC. Others exceptions include all Revenue Sponsored Classes, F&A Costs E590000 – E599999 and Pro-card default E540348.

What transaction do you use in SAP to check your grant budget?

GMAVCOVRW – This shows the budget by Budgeted sponsored classes (or roll up if applicable) and lightning bolts if the item is over-budget or has no budget.

AVC roll up for BudRule 4

Federal and Federal Flow Through AVC Checking

Budget Rule 4

E511000	Direct Salaries & Benefits
E513000	Student Salaries & Benefits
E530011	Travel - Domestic
E530033	Travel - Foreign
E530040	Travel - Student
E530130	Consultants
E530170	Train Participants
E530172	Participant Support Other
E530200	Sub-contract < \$25K
E530201	Sub-contract > \$25K
E530300	Direct Current Expense
E534040	Rent/Lease Land/Equip
E534041	Rent/Lease - Bldg
E536120	Patient Care & Support
E537010	Fellow/Trainee Stipend
E537030	Trainee Tuition/Fees
E537110	RA Universal Tuition
E550000	Equipment
E590020	F&A Costs

AVC Checking

E510000	Direct Expenses
E530040	Travel-Student-non-employee
E530170	Train Participants
E530172	Participant Support Other
E530200	Sub-contract < \$25K
E530201	Sub-contract > \$25K
E534040	Rent/Lease Land/Equip
E534041	Rent/Lease - Bldg
E536120	Patient Care & Support
E537010	Fellow/Trainee Stipend
E537030	Trainee Tuition/Fees
E537110	RA Universal Tuition
E550000	Equipment
E590020	F&A Costs

To view all AVC roll up by budget rule visit:

<http://www.research.uky.edu/ospa/info/docs/AVCupdate.pdf>

Availability Control



Tips to Remember:

- Allowed to overspend the Roll Up Budget by either 10% or a \$1,000 whichever is **lower**.
- Position Budget Control (PBC) – encumbrances for payroll will have errors if budget is unavailable at time of encumbrance.

Sponsor specific requirements:

- NSF grants have additional requirements for a budget in training participants.
- Federal and federal flow-thru *contracts* will **not** roll up to Direct Expense.

Cost Share Budget Rules:

- BudRule is the same as the grant.
- Allowed to overspend by \$1,000 overall.

GMAVCOVRW – AVC overview for Grants Management



GMAVCOVRW will give you the overall grant balance and allows you to view the balance by sponsored class.

AVC Overview for Grants Management Dimensions

Company Code: UK000
Control Ledger:

Selection of Control Objects

Grant: [] to []
Fund: [] to []
Sponsored Program: [] to []
Sponsored Class: [] to []

Selection of Reporting Time-Frame

Overall Values

Based on Sponsor's Fiscal Year: Year []
Based on Grantee's Fiscal Year: Year []

Control Parameters

Display Budget Deficits Only

Find Variant

Variant: []
Environment: []
Created by: KSHALL2
Changed by: []
Original language: []

ABAP: Variant Directory of Program RFGMAVC_OVERVIEW

Variant catalog for program RFGMAVC_OVERVIEW

Variant name	Short Description	...	Changed b
/UKDEFAULT	UK Default Variant	A X	JAMILE1
/UKDEFAULT SUP	UK Default Variant KSH	A X	
/UKDEFAULT-CC	UK Default Variant	A X	
/UKDEFAULT-CE	UK Default Variant	A X	
/UKDEFAULT-EE	UK Default Variant	A X	
/UKDEFAULT-JB	UK Default Variant	A X	
/UKDIRECT	Direct Expense	A X	PPBROW2
/UKDIRECT KGS	Direct Expense kgs	A X	

Budget Overview – GMAVCOVRW

- Click on the “variant” button 
 - ◆ Delete your name (ID)
 - ◆ Click on “execute” button 
 - ◆ Choose “/UKDEFAULT” variant with JAMILE1 ID
 - ◆ Click on green checkmark 
- Make sure the company code is UK00 and the Availability Control Ledger is set to 9k
- Enter grant number (ex. 3200000718)
- Click on “execute” button. 
- Expand your folders to reveal sponsored classes. 

 *Note: Grant Transactions codes can be ran without selecting a variant, but the returned results will not be what was expected.*

Budget Overview – GMAVCOVRW



Availability Control Overview for Grant Objects

GM AVC Overview Report for Ledger 9K

Company Code UK00
Grant 00000000003200000718
Fund Multiple V
Sponsored Program All Values
Sponsored Class Multiple Values
Time Interval Overall Time Period

Grant/Fund/Sp. Prog./Sp. Class	Consumable Bdgt	Consumed Amt.	Available Amt.	Deficit Ind.
00000000003200000718	814,974.00	378,573.79	436,400.21	
0226000000	814,974.00	378,573.79	436,400.21	
Overall Programs	814,974.00	378,573.79	436,400.21	
E510000	430,471.00	246,698.95	183,772.05	
E512049	0.00	10.56	10.56-	
E536120	154,615.00	53,605.00	101,010.00	
E537110	12,500.00	0.00	12,500.00	
E590020	217,388.00	78,259.28	139,128.72	

Budgeted Sponsored Class for Budget Rule 4	Budgeted Sponsored Class for Budget Rule 5	Budgeted Sponsored Class for Budget Rule 9	Sponsored Class	Sponsored Class Description	Direct Expense allowed on gra	G/L Accounts	G/L Account Description
E511000	N/A	N/A	E511000	Direct Salary & Benefits	Yes	510000	Direct Salary & Benefits
E512049	E510000	E500000	E512049	Technical/Paraprof CAS Salary		512043	Technical-Prem/Bonu
E536120	E530300	E500000	E536120	Patient Care and Support	Yes	536120	Patient Care&Support
E537110	E537110	E500000	E537110	Graduate RA tuition	Yes	537110	Graduate RA Tuition
E590020	E590020	E590020	E590020	F & A Costs-Conversion	Yes	590020	F&A Cost

Master Data Index for Grant (S_ALN_01000079)



This transaction code S_ALN_01000079 displays basic information on a grant account (WBS element, Department Number, PI's name, Bud Rule, Budget Date, etc.)

This transaction can also be used to create a list of grants by department

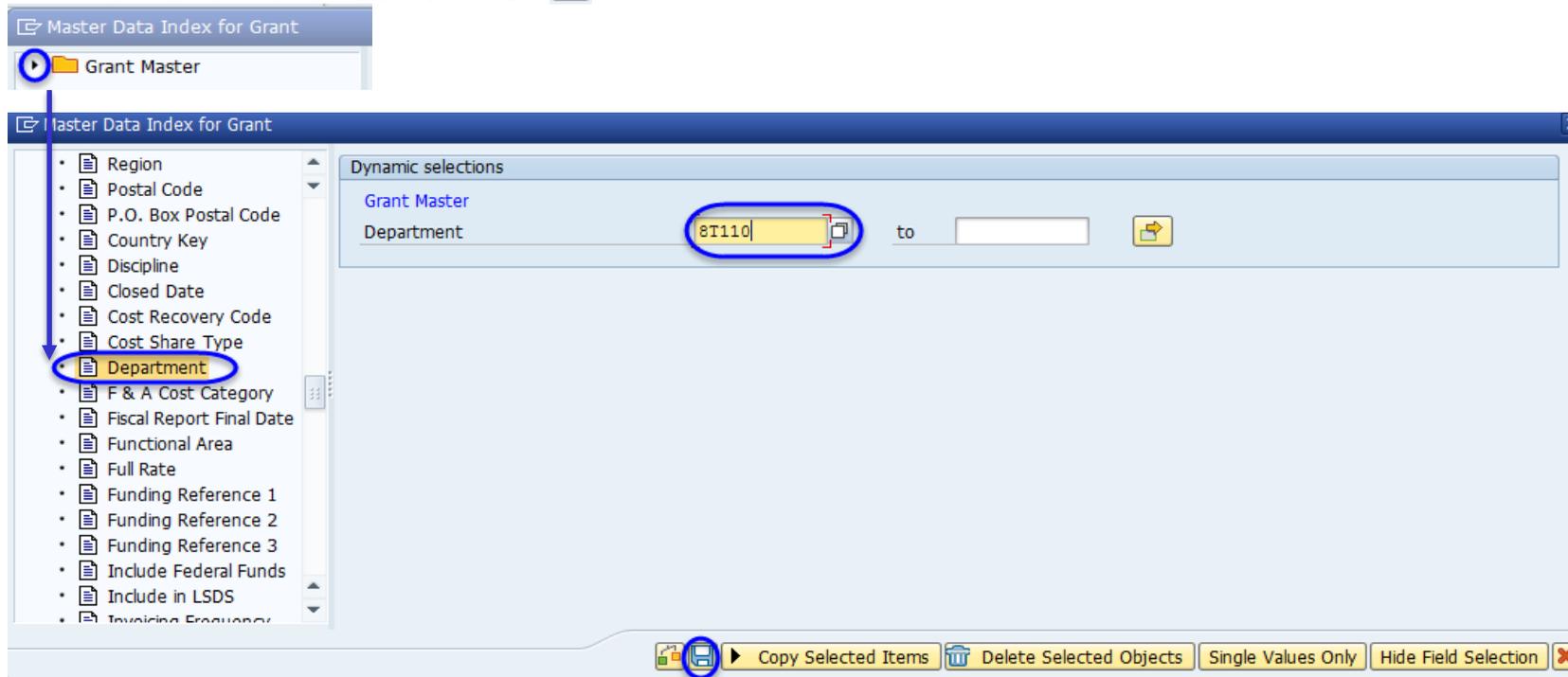
The screenshot displays the SAP Master Data Index for Grant (S_ALN_01000079) interface. The form is organized into several sections:

- Object:** Contains fields for Grant, Grant Group, Company Code (with 'UK00' circled in blue), and Sponsor.
- Parameters:** Contains fields for Internal Reference, External Reference, Created on, Last Modified on, Valid from Date, Valid to Date, and Lifecycle Status (with a dropdown menu circled in blue).
- Responsibilities:** Contains fields for Responsibility Type, HR Planning Object Type, and Object ID.
- ALV:** Contains a field for Layout.

Visit website: https://www.uky.edu/its/sites/www.uky.edu.ukat/files/S_ALN_01000079.pdf

Master Data Index for Grant (S_ALN_01000079)

- Click on the Dynamic Selections icon  to select criteria for the report
- Click on the triangle to open the folder and expand selections.
- Navigate down the list to select **Department**.
- Click on  after all additional criteria are selected.
- Next enter the department number(s) needed in the report.
- Then click the “save” icon .



The screenshot shows the 'Master Data Index for Grant' application. On the left, a tree view lists various criteria, with 'Department' highlighted. On the right, the 'Dynamic selections' panel shows 'Grant Master' and 'Department' selected. The 'Department' field contains the value '81110'. A blue arrow points from the 'Department' folder in the tree to the 'Department' field in the dynamic selections panel. The bottom toolbar contains buttons for 'Copy Selected Items', 'Delete Selected Objects', 'Single Values Only', and 'Hide Field Selection'.

You will then be returned to the main screen.

Master Data Index for Grant (S_ALN_01000079)



When the Master Data Index for Grant screen appears, if the Company Code field is not UK00 be sure to enter.

Also enter the desired Lifecycle Status code (begins with an 'I') for the report. You can pull up list of "Award", "Closing", or "Closed" accounts.

When generating a list of grants in a department, you won't enter a grant number.

Click the "Execute" icon after all selections have been entered to review the report.

- I5616 GMAW Award
- I5617 GMCL Closing
- I5618 GMCX Closed

Master Data Index for Grant

1 active

Object

Grant [] to []

Grant Group []

Company Code UK00 to []

Sponsor [] to []

Parameters

Internal Reference [] to []

External Reference [] to []

Created on [] to []

Last Modified on [] to []

Valid from Date [] to []

Valid to Date [] to []

Lifecycle Status I5616 [] to []

Responsibilities

Responsibility Type []

HR Planning Object Type []

Object ID []

ALV

Layout []

Master Data Index for Grant (S_ALN_01000079)



If you click on the WBS element on this line, it will take you to the GMGRANTD transaction code.

Master Data Index for Grant

Grant	Department	Bud R...	Rule	Prime/Sc...	Sponsor	Sponsor description	Customer	Lifecycle	Project From	Project To	Valid to Date	Rpt Final	ROE Final	ROE Mailed	Closed Dat
3200000314	8T110	4	2	1	1000100089	Health Resources and Services Administration	1000100089	I5616	09/30/2015	09/29/2016	12/28/2016	12/28/2016	0.00		
3048109612	8T110	4	2	3	1000100142	National Institute on Drug Abuse	1000100142	I5616	07/15/2012	06/30/2016	09/28/2017	09/28/2016	0.00		
3200000674	8T110	4	2	3	1000100142	National Institute on Drug Abuse	1000100142	I5616	07/15/2012	06/30/2017	09/28/2017	09/28/2017	0.00		
3210000007	8T110	4	2	2	1000100142	National Institute on Drug Abuse	1000100142	I5616	07/01/2015	06/30/2016	09/28/2017	09/28/2016	0.00		
3200000234	8T110	4	2	1	1000100181	Substance Abuse & Mental Health	1000100181	I5616	09/30/2015	09/29/2016	12/28/2016	12/28/2016	0.00		
3200000449	8T110	4	5	1	1000400621	Mountain Comprehensive Care Ce	102572	I5616	11/01/2015	09/29/2016	11/28/2016	11/28/2016	0.00		
3200000435	8T110	4	1	1	1000402944	Gateway Community Services Organization	1000402944	I5616	10/01/2015	09/29/2016	11/28/2016	11/28/2016	0.00		
3200000687	8T110	4	1	1	1000500053	Eastern KY University	1000500053	I5616	07/01/2016	09/30/2016	10/15/2016	10/15/2016	0.00		
3200000688	8T110	4	1	1	1000500053	Eastern KY University	102402	I5616	07/01/2016	09/30/2016	10/15/2016	10/15/2016	0.00		
3200000689	8T110	4	1	1	1000500053	Eastern KY University	1000500053	I5616	07/01/2016	09/30/2016	10/15/2016	10/15/2016	0.00		
3200000766	8T110	4	1	1	1000500053	Eastern KY University	1000500053	I5616	07/01/2016	09/30/2016	10/15/2016	10/15/2016	0.00		

Change Layout

Displayed Columns | Sort Order | Filter | View | Display

Displayed Columns

- Grant
- Department
- Budget Rule
- Billing Rule
- Prime/Scope/Prime with Scopes
- Sponsor
- Sponsor description
- Customer
- Lifecycle Status
- Project From Date
- Project To Date
- Valid to Date

Column Set

- Grant
- ARRA Cash Reference
- Agreement Type
- Allow Year Split
- American Recovery and Reinvestment...
- Audit Date
- Authority Group Description
- Authorization Group
- Award Description
- User Status
- Award Received
- Award Type

Navigation icons: Home, Up, Down, Refresh, Close

To reduce the display columns select name and click the right arrow to move to Column Set. Then click the green arrow.

Annual Budget vs. Commit./Actual Line Item (S_ALN_01000003)



- This t-code shows the account transactions including posting date, GL account, sponsored class and document reference for each expenditure.
- The Selection criteria allows you to choose to report on one grant, a range of grants, a grant group, by sponsored program, sponsor, or fund.
- When the initial screen appears, click on the “Get Variant” icon.
- Use variant name “EXP ONLY” either double click variant or single click variant then green check
- Then Add grant number and “Execute’ . (ex. 3200000717)

Budget Vs. Commit./Actual Journal

Options

Company Code [] to []

Grant [] to []

Grant Group [] to []

Sponsored Program [] to []

Sponsored Class [] to []

Fund [] to []

Sponsor [] to []

Posting Date [] to []

Passthrough Consolidation

Budget

Budget Version

Subtotal per Timeslice

Show Payments

Show All Sponsored Objects

Show Validity Periods in Range

Report Currency

Report currency []

Conversion Date []

Exchange Rate Type []

Report Extraction

By Grant

By Grant/Fund/Prog

By Grant/Fund/Prog/Class

Find Variant

Variant []

Environment []

Created by []

Changed by []

Original Language []

ABAP: Variant Directory of Program RFGMAB30

Variant Name	Short Description	Environment	Protected	Changed by	Last Changed on
EXP ONLY	Exclude R799999 + Revenue + BS A	A	X	PPBROW2	07/06/2015
EXP ONLY - AFS	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY ANS	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY AS	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY CKL	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY COBRE	Exclude R799999 + Revenue + BS A	A	X	EMPYRE2	08/02/2013
EXP ONLY GR	MA Exclude R799999 + Revenue A	A	X		
EXP ONLY IGERT	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY MEGAN	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY PGY	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY PSC	Exclude R799999 + Revenue A	A	X		
EXP ONLY RCP	Exclude R799999 + Revenue + BS A	A	X	EMPYRE2	05/06/2016
EXP ONLY- MNG	Exclude R799999 + Revenue + BS A	A	X	KAKOTO1	10/07/2011
EXP ONLY-JB	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY-KH	Exclude R799999 + Revenue + BS A	A	X		
EXP ONLY-MC	Exclude R799999 + Revenue + BS A	A	X		
EXPENSES	Exclude R799999 + Revenue A	A	X	AWSTEV2	08/30/2006
EXPONLY(PAIGE)	Exclude R799999 + Revenue A	A	X		

Budget Vs. Commit./Actual Journal



- You can drill down on a transaction – just click on the Reference Document number in the “RefDocumnt” column.
- The report results below are listed by Grant and expenditure dates.

Budget Vs. Commit./Actual Journal																
Posting Dates: 01/01/1900 - 12/31/9999 Budget Version: 000-Plan/actual version Currency: Grant Currency																
Grant	Sp. Prog.	Posting Date	Entered on	RefDocumnt	G/L Acc	Sp. Class	Sponsored Class Description	Budget Amt	Invoice	Open Items	Available Amount	Fund	Text	Pr.ref.key	Item DT	VT
3200000717	7P210-0320	08/01/2016	07/15/2016	4000063644		E511000	Direct Salary & Benefits	312,366.00	0.00	0.00	312,366.00	0226000000				R1
	7P210-0320	08/01/2016	07/15/2016	4000063644		E530011	Travel-Domestic	10,117.00	0.00	0.00	322,483.00	0226000000				R1
	7P210-0320	08/01/2016	07/15/2016	4000063644		E530170	Train Participants	6,500.00	0.00	0.00	328,983.00	0226000000				R1
	7P210-0320	08/01/2016	07/15/2016	4000063644		E530200	Sub-contract < \$25K	10,680.00	0.00	0.00	339,663.00	0226000000				R1
	7P210-0320	08/01/2016	07/15/2016	4000063644		E530300	Direct Current Expenses	16,699.00	0.00	0.00	356,362.00	0226000000				R1
	7P210-0320	08/01/2016	07/15/2016	4000063644		E590020	F&A Costs	43,635.00	0.00	0.00	399,997.00	0226000000				R1
	7P210-0320	08/16/2016	08/16/2016	3600758745	512071	E512071	Nonadmin/RN Staff Salary	0.00	0.00	54,832.03	345,164.97	0226000000	1751023991MO09		S	81
	7P210-0320	08/16/2016	08/16/2016	3600758745	520109	E522071	Nonadmin/RN Staff Benefi...	0.00	0.00	8,613.00	336,551.97	0226000000	1751023991MO09		S	81
	7P210-0320	08/16/2016	08/16/2016	3600758745	520209	E522071	Nonadmin/RN Staff Benefi...	0.00	0.00	26.29	336,525.68	0226000000	1751023991MO09		S	81
	7P210-0320	08/16/2016	08/16/2016	3600758745	520409	E522071	Nonadmin/RN Staff Benefi...	0.00	0.00	4,194.63	332,331.05	0226000000	1751023991MO09		S	81
	7P210-0320	08/16/2016	08/16/2016	3600758745	520509	E522071	Nonadmin/RN Staff Benefi...	0.00	0.00	5,483.28	326,847.77	0226000000	1751023991MO09		S	81
	7P210-0320	08/16/2016	08/16/2016	3600758745	520720	E522000	Staff Benefits	0.00	0.00	2,193.29	324,654.48	0226000000	1751023991MO09		S	81
	7P210-0320	08/31/2016	08/17/2016	48858	520109	E522071	Nonadmin/RN Staff Benefi...	0.00	783.00	0.00	323,871.48	0226000000	Monthly (08/01/2016-08/31/2016)		187	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	520209	E522071	Nonadmin/RN Staff Benefi...	0.00	2.40	0.00	323,869.08	0226000000	Monthly (08/01/2016-08/31/2016)		188	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	520771	E522071	Nonadmin/RN Staff Benefi...	0.00	0.96	0.00	323,868.12	0226000000	Monthly (08/01/2016-08/31/2016)		189	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	520309	E522071	Nonadmin/RN Staff Benefi...	0.00	2.95	0.00	323,865.17	0226000000	Monthly (08/01/2016-08/31/2016)		190	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	520409	E522071	Nonadmin/RN Staff Benefi...	0.00	340.54	0.00	323,524.63	0226000000	Monthly (08/01/2016-08/31/2016)		191	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	512071	E512071	Nonadmin/RN Staff Salary	0.00	4,768.01	0.00	318,756.62	0226000000	Monthly (08/01/2016-08/31/2016)		192	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	512072	E512071	Nonadmin/RN Staff Salary	0.00	216.72	0.00	318,539.90	0226000000	Monthly (08/01/2016-08/31/2016)		193	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	520509	E522071	Nonadmin/RN Staff Benefi...	0.00	498.48	0.00	318,041.42	0226000000	Monthly (08/01/2016-08/31/2016)		194	ZD 99
	7P210-0320	08/31/2016	08/17/2016	48858	520720	E522000	Staff Benefits	0.00	199.39	0.00	317,842.03	0226000000	Monthly (08/01/2016-08/31/2016)		195	ZD 99
								399,997.00	6,812.45	75,342.52	317,842.03	Subtotal 010[08/01/2016-10/29/2017]				

Visit website: https://www.uky.edu/its/sites/www.uky.edu.ukat/files/S_ALN_01000003_0.pdf

Budget Vs. Commit./Actual Journal



- You may organize your expenditures either by date (as shown on the previous slide) or group them by Sponsored Class. This helps you pinpoint a particular charge more quickly.
- To do this, on the T-code S_ALN_01000003 screen after selecting “EXP ONLY” variant and input on grant (s), in the Report Extraction section check the radio button “By Grant/Fund/Prog/Class”

By Grant/Fund/Prog/Class

The resulting report will look like this:

Budget Vs. Commit./Actual Journal

Options: 1 active

Budget Vs. Commit./Actual Journal

Company Code: UK00
 Grant: 3200000717
 Grant Group:
 Sponsored Program:
 Sponsored Class: R000000
 Fund: 0011890000
 Sponsor:
 Posting Date:
 Passthrough Consolidation

Posting Dates: 01/01/1900 - 12/31/9999
 Budget Version: 000-Plan/actual version
 Currency: Grant Currency

Sp. Class	BuValNbr	Sponsored Class Description	G/L Acc	Entered on	Posting Date	RefDocumnt	Text	Budget Amt	Grant	Invoice	Open Items	Available	Budget Amt	DocumentNo	LnItm	VT	AmtGr	Curr	
								3200000717				312,366.00						312,366.00	
E511000	010	Direct Salary & Benefits		07/15/2016	08/01/2016	4000063644		312,366.00		0.00	0.00	312,366.00	312,366.00	6000093784	000001	R1	312,366.00		
Subtotal 010[08/01/2016-10/29/2017]								312,366.00		0.00	0.00	312,366.00						0.00	
E512071	010	Nonadmin/RN Staff Salary	512071	08/16/2016	08/16/2016	3600758745	1751023991M009	0.00		0.00	54,832.03	54,832.03-	0.00	2478042	000001	81	54,832.03		
		Nonadmin/RN Staff Salary	512071	08/17/2016	08/31/2016	48858	Monthly (08/01/2016-08/31/2016)	0.00		4,768.01	0.00	59,600.04-	0.00	1024988103	000192	99	4,768.01		
		Nonadmin/RN Staff Salary	512072	08/17/2016	08/31/2016	48858	Monthly (08/01/2016-08/31/2016)	0.00		216.72	0.00	59,816.76-	0.00	1024988103	000193	99	216.72		
Subtotal 010[08/01/2016-10/29/2017]								0.00		4,984.73	54,832.03	59,816.76-	0.00					0.00	
E522000	010	Staff Benefits	520720	08/16/2016	08/16/2016	3600758745	1751023991M009	0.00		0.00	2,193.29	2,193.29-	0.00	2478042	000006	81	2,193.29		
		Staff Benefits	520720	08/17/2016	08/31/2016	48858	Monthly (08/01/2016-08/31/2016)	0.00		199.39	0.00	2,392.68-	0.00	1024988103	000195	99	199.39		
Subtotal 010[08/01/2016-10/29/2017]								0.00		199.39	2,193.29	2,392.68-	0.00					0.00	

Report Currency:
 Report currency:
 Conversion Date:
 Exchange Rate Type:
 Report Extraction:
 By Grant
 By Grant/Fund/Prog
 By Grant/Fund/Prog/Class

Scopes for Prime Grant (ZPRIME)



This transaction code gives you a list of the prime and scope accounts for a grant.

- Type in the transaction code – ZPRIME
- Type in the prime grant number (ex. 3200000086)
- Click the “execute” button 

Scopes for Prime Grant

Prime: 3200000086
User: KSHALL2
Date: 08/23/2016
Time: 16:37:35
Record Count: 5

Financial A...	Prime Grant	Grant	Department	Budget From	Budget To	Grant Name	Long Description	Budget Total
MAJAC00	3200000086	3200000086	7K300	06/01/2015	05/31/2017	YOKEL ROBERT	RECONCILING NANOCERIA'S JEKYLL AND HYDE REPUTATION TOWARD SAFER NANOT...	318,201.00
MAJAC00	3200000086	3210000063	81060	06/01/2015	05/31/2017	UNRINE JASON	SCOPE: JUNRINE--RECONCILING NANOCERIA'S JEKYLL AND HYDE REPUTATION TOWA...	32,336.00
MAJAC00	3200000086	3210000064	8E030	06/01/2015	05/31/2017	BUTTERFIELD DAVID	SCOPE: DBUTTERFIELD--RECONCILING NANOCERIA'S JEKYLL AND HYDE REPUTATION ...	239,528.00
MAJAC00	3200000086	3210000065	40550	06/01/2015	05/31/2017	GRAHAM URSULA	SCOPE: UGRAHAM--RECONCILING NANOCERIA'S JEKYLL AND HYDE REPUTATION TOW...	41,702.00
MAJAC00	3200000086	3210000066	8H200	06/01/2015	05/31/2017	GRULKE ERIC	SCOPE: EGRULKE--RECONCILING NANOCERIA'S JEKYLL AND HYDE REPUTATION TOW...	49,826.00
								681,593.00

Visit website: <https://www.uky.edu/its/sites/www.uky.edu.ukat/files/ZPRIME.pdf>

Displaying Purchase Orders Attached to a Grant (ME2K)

This report will give you information about all Purchase Orders associated with a grant/WBS element.

- From the SAP Easy Access Screen, type in transaction code ME2K
- In field “WBS Element,” enter your grant/WBS number. (Example: 3048109307)

- Click the “execute” button 

When paying invoices off a purchase order, it is important to know the purchase order number

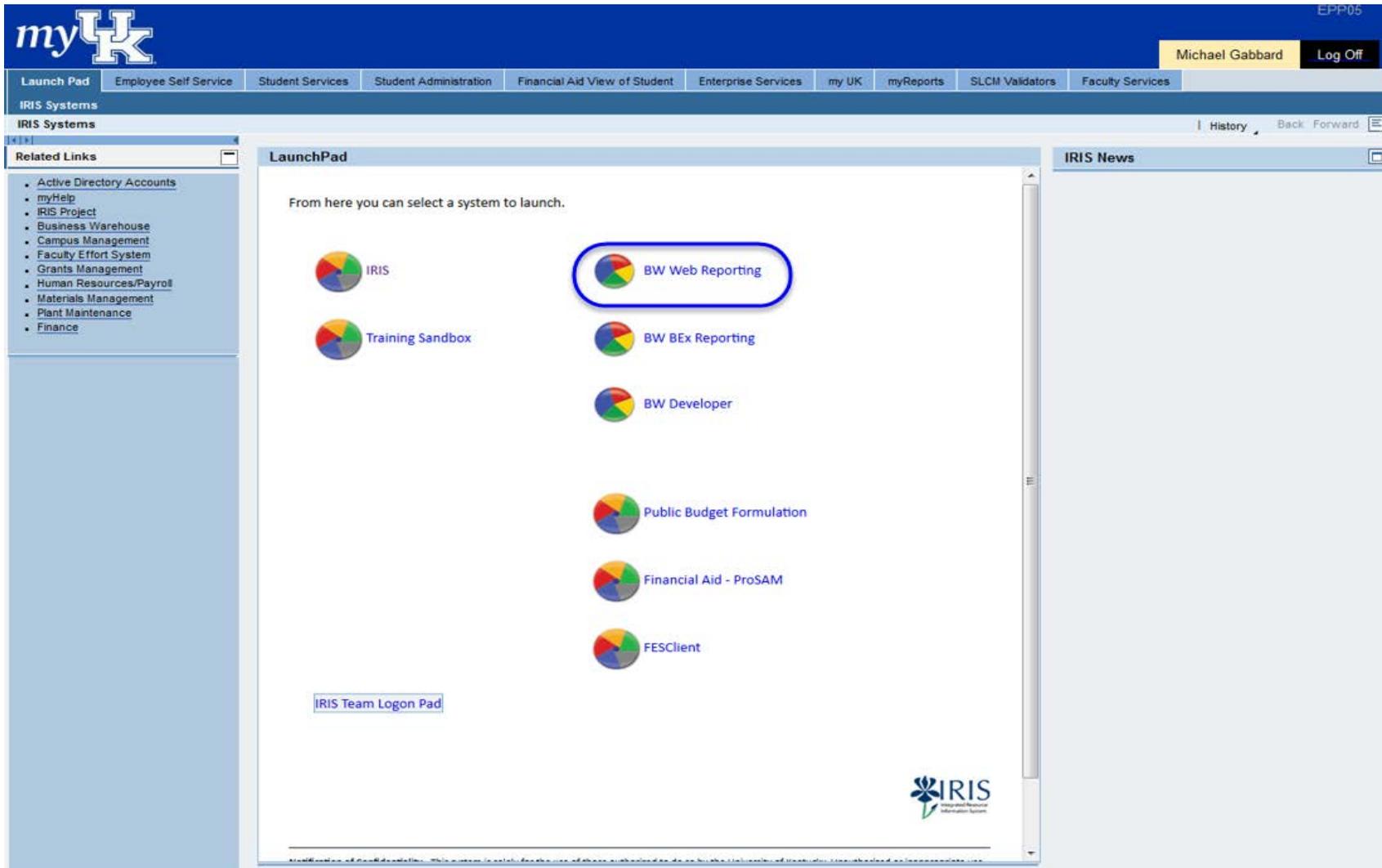
Purchasing Documents For Project

Print Preview PO History Changes Delivery Schedule Services

PO	Type	Vendor	Name	PGp	Order	Date
Item	Material		Short Text		Mat.	Group
D I A	Plnt	SLoc	Order Qty	Un	Net Price	Curr. per Un
			Still to be invoiced	1	EA	382.60 USD 100.00 %
00002			Gasket Set			41101500
	F	UK00		1	EA	1,052.60 USD 100.00 %
			WBS Element 3048109307			
			Still to be delivered	1	EA	1,052.60 USD 100.00 %
			Still to be invoiced	1	EA	1,052.60 USD 100.00 %
7500084993		NBPC 126512	VWR International LLC			057 08/23/2016
00001			#6Q2030165735-000010#2-MERCAPTOBENZOTHIA			41101500
	F	UK00		2	EA	106.96 USD 100.00 %
			WBS Element 3048109307			
			Still to be delivered	2	EA	213.92 USD 100.00 %
			Still to be invoiced	2	EA	213.92 USD 100.00 %
7800000530		EOPC 318114	Electric Power Research Institute I			027 06/14/2012
00001			3048109307-12-623			49101700
	B	F UK00		1	AU	25,000.00 USD 100.00 %
			WBS Element 3048109307			
			Still to be delivered	0	AU	0.00 USD 0.00 %
			Still to be invoiced	0	AU	0.00 USD 0.00 %
00002			3048109307-12-623			49101700
	B	F UK00		1	AU	675,018.00 USD 100.00 %
			WBS Element 3048109307			
			Still to be delivered	0	AU	0.00 USD 0.00 %
			Still to be invoiced	1	AU	138,739.30 USD 20.55 %
7800000633		EOPC 319596	Mitsubishi Hitachi Power Systems Am			027 08/02/2012
00001			3048109307-12-624			49101700
	B	F UK00		1	AU	25,000.00 USD 100.00 %
			WBS Element 3048109307			
			Still to be delivered	0	AU	0.00 USD 0.00 %
			Still to be invoiced	0	AU	0.00 USD 0.00 %
00002			3048109307-12-624			49101700
	B	F UK00		1	AU	679,016.00 USD 100.00 %
			WBS Element 3048109307			
			Still to be delivered	0	AU	0.00 USD 0.00 %
			Still to be invoiced	1	AU	327,663.57 USD 48.26 %

To learn more: [FI_GM_315 Grants Analysis Refresher Course](#)

BW – Grant Ledgers



The screenshot shows the myUK IRIS Systems LaunchPad interface. At the top, the myUK logo is on the left, and the user name "Michael Gabbard" and "Log Off" button are on the right. Below the logo is a navigation bar with tabs for "Launch Pad", "Employee Self Service", "Student Services", "Student Administration", "Financial Aid View of Student", "Enterprise Services", "my UK", "myReports", "SLCM Validators", and "Faculty Services". The main content area is titled "IRIS Systems" and contains a "LaunchPad" section with the text "From here you can select a system to launch." Below this text are several system launch icons, each with a colorful circular icon and a text label: "IRIS", "Training Sandbox", "BW Web Reporting" (highlighted with a blue rounded rectangle), "BW BEx Reporting", "BW Developer", "Public Budget Formulation", "Financial Aid - ProSAM", and "FESClient". At the bottom left of the LaunchPad is a button labeled "IRIS Team Logon Pad". On the right side of the interface is an "IRIS News" section. The bottom right corner of the page features the IRIS logo and a small disclaimer: "This system is available for the use of those authorized to do so by the University of Kentucky. Use should be appropriate."

BW Grant Ledger Sheets

Click on an option to see its subcategories.

- First, choose FI Ledger Sheets or FI Financial Accounting
- Then, choose Grants Management



The screenshot shows the navigation path for accessing Grant Ledger Sheets. The main menu includes 'User Favorites and Roles' with a 'Welcome Michael R Gabbard' header. Under 'Favorites', 'FI Financial Accounting' is highlighted with a blue circle. A blue arrow points from this item to a sub-menu where 'Grants Management' is also circled in blue. A second blue arrow points from 'Grants Management' to a further sub-menu where 'Grant Ledger- PI Summary exec summary' is circled in blue. Other options in the 'Grants Management' sub-menu include 'Labor distribution analysis by Grant', 'Grant Budget & Expenditures', 'Grant Budget Item Details', 'Grant expenditures by award characteristics [KPI]', and 'Grant Ledger'.

Grant Ledger – PI Summary exec summary



Variables for Ad Hoc Report

Statistical indicator (*)	R	Real Posting	
Company Code (Required) (*)	UK00	University of Kentucky	
Fiscal Year			
Fiscal Period/Year (Required) (*)		Enter Fiscal Period / Year Ex: The value would be entered as 002/2017 or 02/2017 for August 2016.	
G/L Account	#	UK00/Not assigned To 0000999999	UK00/0000999999
Business Area	=		Include <input type="button" value="Insert Row"/>
Functional Area	=		Include <input type="button" value="Insert Row"/>
Fund Department	=		Include <input type="button" value="Insert Row"/>
Prime Grant	=		Include <input type="button" value="Insert Row"/>
Grant		To see a prime grant, enter the 10 digit grant number in the "Grant" field. To see a summary of a prime and its associated scope accounts, in the "Prime Grant" field either enter ten leading Zeros then the prime grant number or enter "*" 10 digit grant number *3048XXXXXX or *320XXXXXX.	Include <input type="button" value="Insert Row"/>
Grant Sponsor	=		Include <input type="button" value="Insert Row"/>
Sponsored Program	=		Include <input type="button" value="Insert Row"/>
Sponsored Class	<=	E999999	E999999
Funds Center	=		Include <input type="button" value="Insert Row"/>
Fund	*	001189*	Exclude <input type="button" value="Insert Row"/>
Discipline	=		Include <input type="button" value="Insert Row"/>
GM budget value type(optional)	=		Include <input type="button" value="Insert Row"/>
LifeCycle Status	<=	15617	GMCL Closing
Grant Responsibility Type			<input type="button" value="Insert Row"/>
Grant Responsible User ID			<input type="button" value="Insert Row"/>
Close Relat Proj Flg	=		Include <input type="button" value="Insert Row"/>
Participant Supp Flg	=		Include <input type="button" value="Insert Row"/>
Uniform Guidance Flg	=		Include <input type="button" value="Insert Row"/>

Example grant: 3200000600

Execute

The current setting in Sponsored Class will show expenses borne by both sponsor and the university (cost share). You may exclude cost share data from this report and generate a table that only includes direct charges to the sponsor's funds. To do so, in the "Fund" Field, select an asterisk from the drop down box, then type "001189*" in the field box (this will select all the cost share funds), then scroll over and change the "Include" to "Exclude" in the drop down box.

General Ledger – PI Summary exec summary



Save View Variable Screen Exceptions and Conditions Comments Export to Microsoft Excel Export to CSV Print (Portrait) Print (Landscape) Show Repeated Texts

Grant	GM budget from date	GM budget to date	Released Budget	Cumulative PTD Expense	Commitments PTD	Available Balance (Released)	% Available Balance (Released)	
3200000600	RHIZOSPHERE PRIMING	05/15/2016	05/14/2020	\$ 499,400.00	\$ 718.42	\$ 4,648.45	\$ 494,033.13	99 %
▶ E511000	Direct Salary & Bene			\$ 247,245.00	\$ 239.42	\$ 4,648.45	\$ 242,357.13	98 %
▶ E530011	Travel-Domestic			\$ 6,000.00	\$ 307.92		\$ 5,692.08	95 %
▶ E530300	Direct Current Expen			\$ 96,956.00			\$ 96,956.00	100 %
▶ E550000	Equipment			\$ 28,719.00			\$ 28,719.00	100 %
▶ E590020	F&A Costs			\$ 120,480.00	\$ 171.08		\$ 120,308.92	100 %

Grant	GM budget from date	GM budget to date	Released Budget	Cumulative PTD Expense	Commitments PTD	Available Balance (Released)	% Available Balance (Released)	
3200000600	RHIZOSPHERE PRIMING	05/15/2016	05/14/2020	\$ 499,400.00	\$ 718.42	\$ 4,648.45	\$ 494,033.13	99 %
▶ E511000	Direct Salary & Bene			\$ 247,245.00	\$ 239.42	\$ 4,648.45	\$ 242,357.13	98 %
▶ E511000	Direct Salary & Bene			\$ 247,245.00			\$ 247,245.00	100 %
▶ E511011	Faculty Salary				\$ 186.78	\$ 4,151.19	\$ (4,337.97)	X
▶ E522010	Faculty Benefits				\$ 52.64	\$ 497.26	\$ (549.90)	X
▶ E530011	Travel-Domestic			\$ 6,000.00	\$ 307.92		\$ 5,692.08	95 %
▶ E530011	Travel-Domestic			\$ 6,000.00	\$ 307.92		\$ 5,692.08	95 %
▶ E530300	Direct Current Expen			\$ 96,956.00			\$ 96,956.00	100 %
▶ E530300	Direct Current Expen			\$ 96,956.00			\$ 96,956.00	100 %
▶ E550000	Equipment			\$ 28,719.00			\$ 28,719.00	100 %
▶ E550000	Equipment			\$ 28,719.00			\$ 28,719.00	100 %
▶ E590020	F&A Costs			\$ 120,480.00	\$ 171.08		\$ 120,308.92	100 %
▶ E590010	F&A Costs				\$ 171.08		\$ (171.08)	X
▶ E590020	F&A Costs			\$ 120,480.00			\$ 120,480.00	100 %

Expand folders to view further detail levels

Summary Tools



- ❖ FI_GM_315 Grants Analysis Refresher Course sign up is on-line
- ❖ IRIS web-site dedicated to Grants Management (GM) Help
<http://myhelp.uky.edu/rwd/HTML/GM.html>
- ❖ GM list serv for the latest updates regarding grants
<http://lsv.uky.edu/archives/iris-gmnews.html>

Summary



You are now able to:

- ◆ Display a Grant/WBS Element
- ◆ Find the BudRule for a specific Grant
- ◆ Find the correct Sponsored Class for an expense
- ◆ Run an AVC report to review for CAS items/over expenditures
- ◆ Create a list of Grants by the department number
- ◆ Display a budget
- ◆ Display a posting document
- ◆ Find Purchase Orders on a specific Grant
- ◆ Run a Grant Ledger Sheet excluding cost sharing

Course Evaluation



- Enter on web browser address:
<http://myhelp.uky.edu/rwd/html/index.html>
- Click on “Course Evaluations”
- Click on the course link – “FI_GM_310 Grants Management Analysis”
- Complete the evaluation
- Then click on “SUBMIT Evaluation” button