



Grants Management Analysis

FI_GM_310



Prerequisites



- Prerequisites
 - ♦ UK_100 – SAP Awareness & Navigation
 - ♦ FI_200 – Finance Overview



Course Content



- Introduction
- Unit 1 – Master Data
- Unit 2 – Reporting
- Course Summary

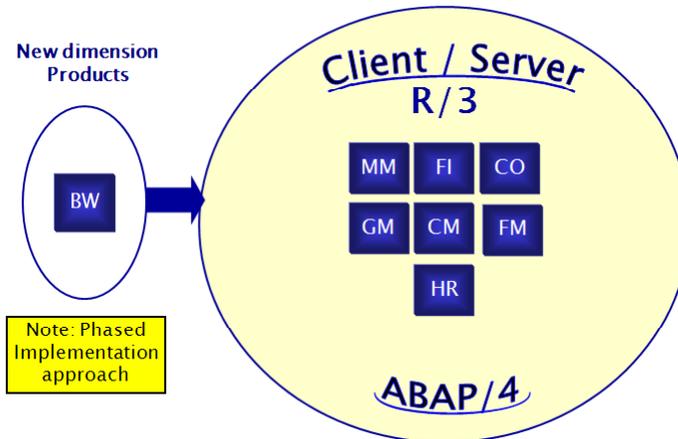


Learning Objectives



- You will be able to explain:
 - ♦ Master data
 - ♦ Key terminology
- You will be able to:
 - ♦ Display Master Data
 - ♦ Display Budgets
 - ♦ Run reports

SAP – Modules



Introduction to Grants Management



- Grants Management is a module designed to provide UK with an integrated tool to:
 - ♦ Plan, budget, and record all funding related to sponsored projects
 - ♦ Prevent the charging of unallowable costs
 - ♦ Bill and record sponsor amounts
 - ♦ Record and report all related costs, revenues, and required statistical information

Unit 1 – Master Data



- Display Grant/WBS Elements
- Understand BudRules
- Understand AVC (AVailability Control)

Display Grants



Grants can cover project costs partially or in total.

- It 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.
 - ♦ *Award; Award:* The sponsor approves the grant and a fully executed award is received.
 - ♦ *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; Ended:* The award has expired, but has not been moved to closing status.
 - ♦ **Grants must be in Award status in order to post charges. Charges will not post to grants in Closing status.**

Grant Master



Display Grant Master

Budget Overview

Grant: 3048079200 KENTUCKY HORTICULTURE COUNCIL, GRANT 4

Deletion Indicator: Award Award

General Data | Address | Responsibilities | Reference | Posting | Budget | Dimensions | Supported Objects

Basic Data

Grant Type	CO	Contract
Company Code	UK00	University of Kentucky
Sponsor	1000300707	KY Horticulture Council John Bell
Authorization Group		
Award Type	NEW	New award

Display Grant Master

Budget Overview

Grant: 0946788500 KSEF R&D EXCELLENCE: ASSESSING THE EVOLUTIONARY BEHAVIOR OF ALTERNATE LEARNING

Deletion Indicator: Closing Accounting Review

General Data | Address | Responsibilities | Reference | Posting | Budget | Dimensions | Supported Objects

Basic Data

Grant Type	GR	Grant
Company Code	UK00	University of Kentucky
Sponsor	1000400538	KY Science and Technology Corp

Display Grants



- Use transaction GMGRANTD to display a grant

Display Grant Master

Budget Overview

Grant: 3048079200 KENTUCKY HORTICULTURE COUNCIL, GRANT 4

Deletion Indicator: Award Award

General Data | Address | Responsibilities | Reference | Posting | Budget | Dimensions | Supported Objects

Basic Data

Grant Type	CO	Contract
Company Code	UK00	University of Kentucky
Sponsor	1000300707	KY Horticulture Council John Bell
Authorization Group		
Award Type	NEW	New award

Project Period

Project From Date	01/01/2007
Project To Date	12/31/2009

Description

Name	INGRAM DEXAYNE
Description	KENTUCKY HORTICULTURE COUNCIL, GRANT 4

Currency and Conversion Factors

Grant Currency	USD	United States Dollar
Grant Value	2,044,700.00	

Grant Validity

Valid from Date	01/01/2007
Valid to Date	03/31/2010

GMGRANTD

Grant Master Data - By Tab (1)



- The **General tab** contains important information like the sponsor, the grant value and the project period of the grant
- The **Address tab** contains the address information for the department at UK
- The **Responsibilities tab** contains all responsible persons and/or positions associated with the administrative, business or technical aspects of this grant
- The **Reference tab** contains the external sponsor reference numbers, Catalog of Federal Domestic Assistance (CFDA) numbers, letter of credit numbers and internal reference numbers associated with this grant

Grant Master Data - By Tab (2)



- The **Posting tab** contains posting activity types and allow the user to determine if all or specific postings are blocked on this grant.
- The **Dimensions tab** contains both external and internal funds used to record expenses and revenues associated with this grant. The sponsored class section displays information about how the grant will be budgeted. The sponsored class section also details whether the sponsored classes will be relevant for recording facilities and administrative costs associated with the grant.

Grant Master Data – By Tab (2)



- External Fund – where Sponsor expenses are captured for billing purposes.
- Internal Fund (RES UKRF) – where F&A expenses are captured for billing purposes.
- Internal Fund (MED CTR COST SHARE) – where cost share expenses are captured for billing purposes.

Fund	GM Fund Type	Description
0011092100	Internal	RES UKRF
0011890200	Internal	MED CTR COST SHARE
0226000060	External	Other Univs SP-UKRF

Grant Master Data – By Tab (3)



Dimensions	Supported Objects	Overhead Costs	F & A	Billing	Payment	Reporting	Cost Share
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- The **Overhead Costs** tab contains the rule used to record the Facilities and Administrative Costs (F&A costs), as well as the validity dates for each rate. If the overall F&A costs are capped for this grant, this will display in the first overhead cost limit section of the screen. If the F&A costs are capped for specific sponsored classes, this will be displayed in the second overhead cost limit section of the screen.

Grant Master Data – By Tab (4)



Supported Objects Overhead Costs **F & A** Billing Payment Reporting Cost Share Award

- The **F&A Info** tab contains all information relevant for the calculation of the F&A rate. Shows whether or not project is *on-campus* and whether UK is receiving the full overhead amount.
- The **Reporting** tab contains all information required for external and internal reporting. Gives the date of the final fiscal report.
- The **Cost Share Data** tab contains the cost share method, validity dates, associated cost centers, reporting frequency and reportable information
- The **Award Data** tab contains all the years for the award and the award amount for each year. **It shows you the Budget Rule or BudRule.**

Display Grant Master



Do Unit One Review Questions

Display Grant – GMGRANTD

Key Terminology



- **WBS Element** – Unique number for each Grant; previously referred to as the account number. Costs are posted to Grants using WBS Elements.
- **G/L Account** – Code that identifies the specific expenditure; previously referred to under FRS as an object code.
- **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.

Budgeting



BudRule 9

Primarily used for industry funded fixed-price awards

E500000 – Direct Expenses

E590020 – F&A Costs

Budgeting



BudRule 5

Primarily used for state agency and foundation sponsors

- E510000 – All Salary & Benefits
- E530010 – Travel (all)
- E530130 – Consultants
- E530170 – Train Participants
- E530200 – Subaward \leq \$25K
- E530201 – Subaward $>$ \$25K
- E530300 – Direct Expenses
- E550000 – Equipment
- E590020 – F&A Costs

Budgeting



BudRule 4

Used for all federal awards, including flow through

- E511000 – Direct Salaries & Benefits
- E513000 – Student Salaries & Benefits
- E530011 – Travel – Domestic
- E530033 – Travel – Foreign
- E530040 – Travel – Student
- E530130 – Consultants
- E530170 – Train Participants
- E530200 – Subaward \leq \$25K

Budgeting



BudRule 4 Continued

- E530201 - Subaward > \$25K
- E530300 - Direct Expense
- E534040 - Rent/Lease Land & Equipment
- E534041 - Rent/Lease - Building
- E536120 - Patient Care
- E537010 - Fellow/Trainee Stipend
- E537030 - Trainee Tuition/Fees
- E550000 - Equipment
- E590020 - F&A Costs

Sponsored Class - GMCLASS



- Relationship of the sponsored class to the budget is dependent upon the Budget rule assigned to the grant

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

Grant: 051111111 THE STUDY OF DEVELOPMENT YEARS 1 THROUGH 10 IN PREMATURE BIRTH CHILD

Account Info

Budget Rule	5	Sponsor restricted
Functional Area	0220	Ind & Project Research
Cancer Research		
Funding Category Code	G	GRANT & CONTRACT

Capital Account Asset Flag
 Award Received
 Transferred In
 Valid For Payroll

Sponsored Classes



- The budget for the 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:

www.research.uky.edu/ospa

www.uky.edu/EVPFA/Controller/spahome

www.uky.edu/IRIS/Financials

413000 PADR 5 Office of Sponsored Projects Administration Project Account Data Record			
1 Account 3040102656 Awarded	6 Sponsor 100010000 Health Resources and Services Administration	11 Principal Investigator Charles Griffin Int Med - General K507 KENTUCKY CLINIC cgriffin@umail.uky.edu P: 859-323-0003 F: 859-323-4507	
2 Int # 200708131021	7 Sponsor ID 066 HP 05166-03-02	12 Project Period Start: 07/01/05 End: 06/30/09	
3 Research Administrator Veronica Taylor v.taylor@umail.uky.edu p: 257-4526 f: 323-1050	8 Project Title Faculty Development in Prime Care - Internal Medicine and Pediatrics	13 Budget Period Start: 07/01/07 End: 06/30/09	
4 Finance Administrator Todd McCoy (S) 257-4129 tmcoco@umail.uky.edu	4a CSD John Blinn 859-257-4152 jblinn@umail.uky.edu	14 Award Type Cost Reimbursement Grant	
5 Project History 3048017000 489221 93 884	9 Project 9 0704	15 Award Cost Information Overhead Rate 8%	
10 Press Line 76593 - Int Med - General	10 Budget Information Free Account	16 Cost-Allocators	
BudRule 6	11 Wilson Behavioral Science 123 COLLEGE OF MEDICINE OFFICE BLDG p: 859-323-6257 F: jthefelton@uky.edu	17 Source of Funds	
Sponsored Class	Decision Amount	Decision Amount	
E511000 Direct Salary & Benefits	467 11,995	New Funds, current period	0.00 169,542.00
E530011 Travel- Domestic	0 595	Carry fwd, prior periods	0.00 13,626.00
E530000 Direct Current Expenses	0 4922	Project Fees and other income	0.00 0.00
E517000 Fellow/Trainee Tuition Fees	457 462	Total Project Commitments	182,867.00
E590020 FFA Costs	0 19631		
Total Direct (E515900)	93 189,136		
Total Indirect (E515900)	93 133,535		
Total	93 322,671		

Sponsored Classes



- There is a spreadsheet located on OSPA's website that 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!

<http://www.rgs.uky.edu/ospa/resources/sponsoredclass.xls>

Budget posted for Budget Rule 4	Budget posted for Budget Rule 5	Budget posted for Budget Rule 9	Sponsor Class	Direct Expense allowed on grant	Sponsor Class Description	G/L Accounts	Revised short title
N/A	E510000	E500000	E510000		All Salary & Benefits (Budget)	510000	Personnel
E511000	E510000	E500000	E511000	*	Direct Salary & Benefits	511000	Direct Salary & Benefits
E511000	E510000	E500000	E511011	*	Faculty Salary	511011	Faculty-FT Regular
E511000	E510000	E500000	E511011	*	Faculty Salary	511012	Faculty- FT Nonprodu
E511099	E510000	E500000	E511099		Faculty CAS Salary	511013	Faculty- FT Prem/Bon
E511099	E510000	E500000	E511099		Faculty CAS Salary	511014	Faculty- FT Prac Bon
E511000	E510000	E500000	E511011	*	Faculty Salary	511021	Lecturer- FT Regular

Availability Control



What is Availability Control (AVC)?

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

How it work?

Charges will not post unless there are sufficient funds available in the appropriate sponsored class. If the entire grant is over budget or the grant has ended, charges will not post to the grant.

Tools in Part 2 of this presentation:

IRIS Production: GMAVCOVRW - Use the variant /UKDefault

- ❖ This shows the budget by Budgeted sponsored classes and thunderbolts if the item is over-budget

Availability Control



BudRule Crosswalk - available on the following web sites

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

<http://www.uky.edu/EVPFA/Controller/spahome/>

<http://www.uky.edu/IRIS/Financials>

Unit 1 – Summary



You are now able to:

- Display Grant/WBS Element
- Find the BudRule
- Find the correct Sponsored Class for an expense

Unit 2– Reporting



- Business Warehouse (BW)
 - ♦ Grant Ledger Sheets
 - PI Summary Exec Summary –List of accounts by responsible person id
 - PI Summary – Summary of a grant's expenditures by sponsored class
- IRIS/SAP
 - ♦ Master Data Index for Grant (S_ALN_01000079)
 - ♦ Grants Master –Display (GMGRANTD) – Budget Overview
 - ♦ Overview of GM AVC Values (GMAVCOVRW)
 - ♦ Annual Budget vs. Commitment/Actual Line Item (S_ALN_01000003)
 - ♦ Grants Management: Line Item Display (S_PLN_16000269)
 - ♦ Lookup Responsibility for Grant (ZGM_LOOKUP)
 - ♦ Scopes for Prime Grant (ZPRIME)
 - ♦ Purchase Order by Account Assignment (ME2K)

BW – Grant Ledgers



myUK Hi Victoria

Home Student Services Academic Year Employee Self-Service

Hello

Related Links

- Active Directory Accounts
- Training
- myhelp
- IRIS Project
- Business Warehouse
- Campus Management
- Faculty Effort System
- Financials
- Grants Management
- Human Resources Payroll
- Materials Management
- Plant Maintenance

IRIS Launch Pad

Welcome to the University of Kentucky myUK Portal!

IRIS

BW Web Reporting

Training Sandbox

BPS Budget Prep

FESClient

[Training Logon Pad](#)

Notification of Confidentiality: This system is solely for the use of those authorized to do so by the University of Kentucky. Unauthorized or inappropriate use of the University of Kentucky IRIS and the information contained therein will be reported to the appropriate University, state, or federal entities. Failure to comply with University policies and state and federal laws that govern the use and disclosure of information may result in disciplinary action including release from employment and/or legal sanctions. By logging on to IRIS, you acknowledge your awareness of and concurrence with this statement.

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 menu with the following structure:

- Financial Accounting
 - FI Ledger Sheets (highlighted with a yellow box and arrow)
 - Special Ledger
 - Funds Management / Budget Control
 - Grants Management (highlighted with a yellow box and arrow)
 - Grant Ledger- PI Summary exec summary (circled in red)
 - Grant Budget Item Details (circled in red)
 - Grant Ledger
 - Grant Ledger- PI GL Account Detail
 - Grant Ledger- PI Sponsored Class Detail
 - Grant Ledger- PI Summary
 - Grant Line Item Detail
 - Internal Orders
 - HR Labor Distributions
 - ZBW-ENDUSER Role for FI Finance
 - ZBW-ENDUSER Role for FI Ledger Sheets
 - ZBW-ENDUSER Role for HR Payroll

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) (*) 007/2009
 G/L Account # UK00/Not assigned Int 00000
 Business Area
 Functional Area
 Fund Department
 Prime Grant
 Grant
 Grant Sponsor
 Sponsored Program
 Sponsored Class c= E999999 E999999
 Funds Center
 Fund
 Discipline
 Grant Responsibility Type
 Grant Responsible User ID CBRAW2

Fiscal period is the month, written in terms of 3 digits, within the Fiscal Year. Since UK runs July to June, 007 = January. A Fiscal Year will include months from 2 different calendar years: 001/2008 = July 2007, and 012/2008 = June 2008.

In all capital letters, enter the AD ID of a responsible person.

Grant Ledger - PI Summary - Exec Summary



Data Analysis Graphical display Information

Validity of Data: 05/15/2009 01:47:03

Grant	GM budget from date	GM budget to date	Released Budget	Cumulative PTD Expense	Commitments PTD	Available Balance (Released)	% Available Balance (Released)
Overall Result			\$ 34,994.00			\$ 34,994.00	100 %
3048105131 DEVELOPMENT OF A PAR	07/01/2008	05/31/2009	\$ 5,000.00			\$ 5,000.00	100 %
E550000 Equipment			\$ 5,000.00			\$ 5,000.00	100 %
3048105632 MAGNETIC FIELD STUDI	12/01/2008	03/31/2009	\$ 29,994.00			\$ 29,994.00	100 %
E530300 Direct Current Expen			\$ 4,781.00			\$ 4,781.00	100 %
E550000 Equipment			\$ 23,970.00			\$ 23,970.00	100 %
E590020 F&A Costs			\$ 1,243.00			\$ 1,243.00	100 %

AVC roll up for BudRule 4



Federal and Federal Flow Through		AVC Checking	
Budget Rule 4			
E511000	Direct Salaries & Benefits	E510000	Direct Expenses
E513000	Student Salaries & Benefits	E530200	Sub-contract < \$25K
E530011	Travel - Domestic	E530201	Sub-contract > \$25K
E530033	Travel - Foreign	E534040	Rent/Lease Land/Equip
E530130	Consultants	E534041	Rent/Lease - Bldg
E530170	Train Participants	E536120	Patient Care & Support
E530200	Sub-contract < \$25K	E550000	Equipment
E530201	Sub-contract > \$25K	E590020	F&A Costs
E530300	Direct Current Expense		
E534040	Rent/Lease Land/Equip		
E534041	Rent/Lease - Bldg		
E536120	Patient Care & Support		
E550000	Equipment		
E590020	F&A Costs		

AVC roll up for BudRule 5



State and Foundations		Revised Budget Rule 5	
Budget Rule 5			
E510000	All Salary & Benefits	E510000	Direct Expenses
E530010	Travel - All	E530200	Sub-contract < \$25K
E530130	Consultants	E530201	Sub-contract > \$25K
E530170	Train Participants	E550000	Equipment
E530200	Sub-contract < \$25K	E590020	F&A costs
E530201	Sub-contract > \$25K		
E530300	Direct Current Expenses		
E550000	Equipment		
E590020	F&A costs		

Availability Control



Additional changes:

- Allowed to overspend Direct Expenses by either **10%** or a **\$1,000** whichever is **lower**.
- Position Budget Control – 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.
- Training grants costs for Trainee Tuition/Fees and Stipend will roll to Direct Expense also.
- Federal and federal flow-thru contracts will **not** roll up to Direct Expense.

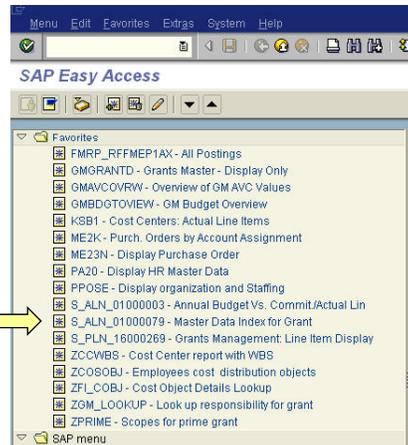
Cost Share Budget Rules:

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

Master Data Index for Grant (S_ALN_01000079)



IRIS Launch Pad
Welcome to the University



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

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

Master Data Index for Grant (S_ALN_01000079)



Click on the Dynamic Selections icon  to select criteria for the report

Master Data Index for Grant (S_ALN_01000079)



Click on the triangle to open the Grant Master Folder and expand selection

Master Data Index for Grant (S_ALN_01000079)



Dynamic selections

Grant Master

Department 8E030 to

Then click the "save" icon

Copy Selected Items Delete Selected Objects Single Values Only Hide Field Selection

You will then be returned to the main screen.

Master Data Index for Grant (S_ALN_01000079)



Assure UK's company code is UK00

Enter the desired Lifecycle Status: 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.

After you complete the Dynamic Selection process, indicate the desired Lifecycle Status (begins with an I), then click the "Execute" icon.

15616 GMAW Award
15617 GMCL Closing
15618 GMCX Closed

Master Data Index for Grant

Object

Grant to

Grant Group to

Company Code UK00 to

Sponsor to

Parameters

Internal Reference to

External Reference to

Created on to

Last Modified on to

Valid from Date to

to Date to

Lifecycle Status to

Responsibilities

Responsibility Type

HR Planning Object Type

Object ID

ALV

Layout

Master Data Index for Grant (S_ALN_01000079)



To change the display, click on the "change layout" icon, the fourth icon from the right.

Master Data Index for Grant

Grant	Department	Name of Grant	Bud Rule	Sponsor description	Pre-Award	Project From	Project To	External Reference	Func. Area	Grant Type	Or Typ
3046342200	REG30	ANTHONY JOHN	4	US Office of Naval Research		11/01/2004	12/31/2010	N00014 05-1-0019	0220	OR	Grant
3046856000	REG30	SELEQUE JOHN	5	Research Co		01/01/2004	12/31/2009	RA0339	0220	OR	Grant
3046833600	REG30	ATWOOD DAVID	5	Mentor							
3047239100	REG30	ANTHONY JOHN	4	Vander							
3047205500	REG30	BACHAS LEONIDAS	4	Vander							
3047205700	REG30	MEIER MARK	4	Vander							
3049026900	REG30	YANG DONG-SHENG	5	Petrole							
3049075500	REG30	CLOUTHER DENNIS	5	KY Sch							
3049076800	REG30	YANG DONG-SHENG	5	KY Sch							

Change Layout

Displayed Columns

- Grant
- Department
- Name of Grant
- Dudget Rule
- Sponsor description
- Pre-Award Date
- Project From Date
- Project To Date
- External Reference
- Functional Area
- Grant Type

Column Set

- Grant
- Sponsor
- Valid from Date
- Valid to Date
- Created on
- Grant Currency
- Revision Number
- Internal Reference
- Company Code
- Company Name
- Award Type

This screen appears. You can remove or add columns individually

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Master Data Index for Grant (S_ALN_01000079)



- Recommended Columns:**
- Grant
 - Department
 - Name of Grant
 - Budget Rule
 - Sponsor Description
 - Pre-Award Date
 - Project From Date
 - Project To Date
 - External Reference
 - Functional Area
 - Grant Type
 - Grant Type Desc
 - Lifecycle Stat. Desc
 - Fiscal Report Final Date

Change Layout

Displayed Columns

- Grant
- Department
- Name of Grant
- Budget Rule
- Sponsor description
- Pre-Award Date
- Project From Date
- Project To Date
- External Reference
- Functional Area
- Grant Type

Column Set

- Object ID
- HR Object Icon
- Object ID Text
- Catalog of Federal Domestic Assistan...
- Lifecycle Status
- User Status
- User status desc
- Prime/Scope/Prime with Scopes
- ROE Final Mailed Date
- ROE Final Expense Amount
- Lifecycle Icon

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Grants Management Analysis

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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.

Grant	Department	Name of Grant	Bud Rule	Sponsor description	Pre-Award	Project From	Project To	External Reference	Func. Area	Grant Type	Gr. Trp To
3046842200	0E030	ANTHONY JOHN	4	US Office of Naval Research		11/01/2004	12/31/2010	N00014-05-1-0018	0220	OR	Grant
3046866800	0E030	BELEOUE JOHN	5	Research Co		01/01/2004	12/31/2009	R00339	0220	OR	Grant
3046922800	0E030	ATWOOD DAVID	5	Merfoc, LLC		09/01/2005	12/31/2009	NONE	0220	AO	Agreement
3047239100	0E030	ANTHONY JOHN	4	Vanderbilt University Office of Contract & Grant Accting		05/20/2004	05/19/2009	17529-83	0220	CO	Contract
3047205500	0E030	BACHAS LEONIDAS	4	Vanderbilt University Office of Contract & Grant Accting		08/23/2006	11/20/2009	17529-83	0220	CO	Contract
3047205700	0E030	MEIER MARK	4	Vanderbilt University Office of Contract & Grant Accting		08/23/2006	11/20/2009	17529-83	0220	CO	Contract
3048028900	0E030	YANG DONG-SHENG	5	Petroleum Research Fund		09/01/2006	12/31/2009	PRF 45367-AC9	0220	OR	Grant
3049025200	0E030	CLOUTHER DENNIS	5	KY Science and Technology Corp		01/01/2007	12/31/2009	KSEF 148-502-86-179	0220	CO	Contract
3049025800	0E030	YANG DONG-SHENG	5	KY Science and Technology Corp		01/01/2007	12/31/2009	KSEF 148-502-06-187	0220	CO	Contract

Budget Overview - GMGRANTD



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

Display Grant Master 3046842200 - Incoming

Relationships | Object Mapper | **Budget Overview**

Grant: 3046842200 PHOTOVOLTAIC DEVICES FROM SELF-ASSEMBLEDORGANIC SEMICONDUCTORS

Deletion Indicator: Award:

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

GM Budget Overview

Fund/Program/Class/Time/Space	Sp. Class	Desc.	Sp. Direct	Actuals	Delta	IntFundRel	Fund
All Funds			695,500.00	383,746.78	311,753.22	0.00	
External Funds		Grant Objects Tree for external Fund	695,500.00	383,746.78	311,753.22	0.00	
PHOTOVOLTAIC DEVICES			695,500.00	383,746.78	311,753.22	0.00	0226842200
Expense			481,500.00	22,104.94	459,395.06	0.00	0226842200
Chemistry-Res SP			481,500.00	22,104.94	459,395.06	0.00	0226842200
Released			481,500.00	22,104.94	459,395.06	0.00	0226842200
010[1/01/2004-03/31/2011]			481,500.00	22,104.94	459,395.06	0.00	0226842200
Direct Salary & Benefits	E511000	Direct Sal...	67,546.00	0.00	67,546.00	0.00	0226842200
Student Salary & Benefits	E513000	Student S...	131,297.00	0.00	131,297.00	0.00	0226842200
Travel-Domestic	E530011	Travel-Do...	7,650.00	6,960.12	689.88	0.00	0226842200
Direct Current Expenses	E530300	Direct Cu...	126,472.00	0.00	126,472.00	0.00	0226842200
CAS Materials & Supplies	E530999	CAS Mate...	72.00	71.67	0.33	0.00	0226842200
Office Supplies	E540334	Office Su...	6.00	5.74	0.26	0.00	0226842200
F&A Costs	E590020	F&A Costs	148,444.00	15,054.84	133,389.16	0.00	0226842200
Revenue			214,000.00	361,641.84	147,641.84	0.00	0226842200
Chemistry-Res SP			214,000.00	361,641.84	147,641.84	0.00	0226842200
Released			214,000.00	361,641.84	147,641.84	0.00	0226842200

The grant value should match the "Released" amount

Budget Overview – GMAVCOVRW



This T code will give you the overall grant balance and allows you to view the balance by sponsored class.

The screenshot shows two SAP windows. The main window is titled 'AVC Overview for Grants Management Dimensions'. It has a 'Company Code' field set to 'UK00' and an 'Availability Control Ledger' field with a checkmark. Below this are sections for 'Selection of Control Objects' (Grant, Fund, Sponsored Program, Sponsored Class) and 'Selection of Reporting Time-Frame' (Overall Values, Based on Sponsor's Fiscal Year, Based on Grantee's Fiscal Year). A 'Control Parameters' section has a checkbox for 'Display Budget Deficits Only'. A second window, 'ABAP: Variant Directory of Program RFGMAVC_OVERVIEW', is open over the main window, showing a table of variants.

Variant name	Short description	...	Cha
/7H460 DEFAULT	UK Default Variant	A	X
/JCHE UKDEFAU...	UK Default Variant	A	X
/CPST DIRECT	CPST Direct Grant Expenses	A	X
/CVRC_PPG	Daughterly PPG Accounts	A	X
/MM DEFAULT	UK Default Variant	A	X
/PPS DIRECT	PPS Direct Grant Expenses	A	X
/JSR_RECONCILE	UK Default Variant - CPST	A	X SRE

Budget Overview – GMAVCOVRW



- Click on the “variant” button 
 - ◆ Delete your name
 - ◆ Click on green checkmark
 - ◆ Choose “UK default variant”
 - ◆ Click on green checkmark
- Make sure the company code is UK00 and the Availability Control Ledger is set to 9k
- Enter grant number (ex. 3046674000)
- Click on “execute” button.
- Expand your folders to reveal sponsored classes.

Budget Overview – GMAVCOVRW



Availability Control Overview for Grant Objects

GM AVC Overview Report for Ledger 9K

Company Code: UK00
 Grant: 00000000003046674000
 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.
00000000003046674000	914,359.00	900,056.84	14,302.16	
0226674000	914,359.00	900,056.84	14,302.16	
Overall Programs	914,359.00	900,056.84	14,302.16	
E510000	584,502.00	584,819.28	317.28-	⊘
E530999	0.00	312.00	312.00-	⊘
E535025	2,250.00	3,000.00	750.00-	⊘
E535201	13,176.00	11,700.00	1,476.00	
E545999	1,360.00	579.00	781.00	
E550010	18,000.00	18,098.98	98.98-	⊘
E590020	295,071.00	281,547.58	13,523.42	

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.
- Use variants (described on next slide)

Budget Vs. Commit./Actual Journal

Options

Company Code: UK00 to
 Grant: 3046896000 to
 Grant Group:
 Sponsored Program:
 Sponsored Class: R000000 to R999999
 Fund: 0011890000 to 0011890000
 Sponsor:
 Posting Date:
 Passthrough Consolidation

Budget

Budget Version: 0
 Subtotal per Timeslice
 Show Payments

ABAP: Variant Directory of Program RFGMAB30

Variant name	Short description	...	Cha
ENT RIESKE-KIN	Exclude R799999 + Revenue	A	X
ENT SHARKEY	Exclude R799999 + Revenue	A	X
ENT TOWNSEND	Exclude R799999 + Revenue	A	X
ENT WEBB	Exclude R799999 + Revenue	A	X
EXP ONLY	Exclude R799999 + Revenue	A	X PPE
EXP ONLY ANT	Exclude R799999 + Revenue	A	X
EXP ONLY OR	MA Exclude R799999 + Revenue	A	X

Budget vs. Commit./Actual



- You can drill down on a transaction. Just click on the RefDocumnt number.

Budget Vs. Commit./Actual Journal

Grant	Posting Date	Entered on	Sp. Class	Class Description	O/L Acc	RefDocumnt	Budget Amt	Invoice	Open Items	Available Amt	Fund	Text
2046896000	06/01/2005	11/09/2005	E511000	Direct Salary & Benefits		7000003139	71,782.00	0.00	0.00	71,782.00	0226896000	Conversion from FRS
	06/01/2005	11/09/2005	E512099	Staff CAS Salary		7000003139	35,000.00	0.00	0.00	106,782.00	0226896000	Conversion from FRS
	06/01/2005	11/09/2005	E545999	CAS Current Expenses		7000003139	6,515.00	0.00	0.00	113,297.00	0226896000	Conversion from FRS
	06/01/2005	11/09/2005	E590020	F&A Costs		7000003139	53,589.00	0.00	0.00	166,886.00	0226896000	Conversion from FRS
	06/01/2005	04/18/2006	E590020	F&A Costs		4000002874	62,428.00	0.00	0.00	229,314.00	0226896000	
	06/01/2005	04/18/2006	E530300	Direct Current Expenses		4000002874	4,057.00	0.00	0.00	233,371.00	0226896000	
	06/01/2005	04/18/2006	E530170	Train Participants		4000002874	4,000.00	0.00	0.00	237,371.00	0226896000	
	06/01/2005	04/18/2006	E513000	Student Salary & Benefits		4000002874	13,548.00	0.00	0.00	250,919.00	0226896000	
	06/01/2005	04/18/2006	E512099	Staff CAS Salary		4000002874	26,400.00	0.00	0.00	287,319.00	0226896000	

Budget vs. Commit./Actual



- 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, check the bottom-most button on the T-code S_ALN_01000003 screen **before** hitting execute; change the button to "By Grant/Fund/Prog/Class." The resulting report will look like this:

Grant	Sp. Class	Obj/Nbr	Class Description	O/L Acc	Posting Date	RefDocumnt	Text	Budget
3046896000	E511000	010	Direct Salary & Benefits		06/01/2005	7000003139	Conversion from FRS	71,782
			Direct Salary & Benefits		06/01/2005	4000002874		32,828
			Direct Salary & Benefits		06/01/2005	4000002875		55,008
			Direct Salary & Benefits		06/01/2005	4000005320		3,748
			Direct Salary & Benefits		06/01/2005	4000011195		100,506
			Direct Salary & Benefits		06/01/2005	4000014762		126,178
			Direct Salary & Benefits		07/15/2005	4000015278	PADR011	85,000
			Direct Salary & Benefits		07/15/2005	4000021585	PADR014	102,734
							Subtotal 010(060112005-05312010)	290,273
	E512099	010	Staff Salary-TempPart-time		06/01/2005	4000002074		48,000
			Staff Salary-TempPart-time		06/01/2005	4000002075		20,519
			Staff Salary-TempPart-time		06/01/2005	4000008084		122,422
			Staff Salary-TempPart-time		06/01/2005	4000009056		49,000
			Staff Salary-TempPart-time		06/01/2005	4000012195		100,508
			Staff Salary-TempPart-time		07/15/2005	4000021488	PADR013	131,484
			Staff Salary-TempPart-time		07/15/2005	4000021585	PADR014	131,484

Grants Management: Line Item Display (S_PLN_16000269)



Use this transaction to view cash receipts on a particular grant.

- Enter the Company Code – UK00
- Enter the Grant number
- Click the Execute Button

Grants Management: Line Item Display

Organizational
Company Code [] to []

Grant Objects
Grant 3048104523 to []
Fund [] to []
Sponsored Program [] to []
Sponsored Class [] to []

Others
Posting Date [] to []
Reference Document Number [] to []
 Passthrough Consolidation

Grants Management: Line Item Display (S_PLN_16000269)



Click the "Select Layout" button and choose /SMORGAN (cash on grants)

Grants Management: Line Item Display

Fund	WBS Elem	Sp. Class	G/L Acc	Year	Period	Pstng Date	Entered	DT	DocumentNo	DocumentNo	LnItm	Σ	Trans.	Currency	Status	VT	Text	User	Stat	Tr
3048104523	E511011		511011											35,169.46						
			511012											183.44						
			E511011											35,352.90						
			E513100											12,000.03						
			E513100											12,000.03						
			E522000											132.09						

Select the "Filter" button

Grants Management: Line Item Display

Year	CoCode	Crcy	Period	DocumentNo	LnItm	Σ	Tran.	Crcy	Local crcy	RefDocumnt	Entered on	Entered at	User Name	Docur
2008	UK00	USD	12	1005415444	000007	211.98	211.98			9700084965	06/28/2008	07:44:51	BAT-FI	97000
2008	UK00	USD	12	1005508680	000007	1,702.98	1,702.98			9700086026	07/11/2008	23:52:22	BAT-FI	97000
2009	UK00	USD	2	1005703921	000007	465.00	465.00			9700088753	08/16/2008	07:56:04	BAT-FI	97000
2009	UK00	USD	2	1005736485	000007	232.50	232.50			9700089494	08/23/2008	07:50:39	BAT-FI	97000
2009	UK00	USD	2	1005821533	000007	2,052.67	2,052.67			9700090840	09/04/2008	21:57:59	BAT-FI	97000
2009	UK00	USD	3	1005894669	000007	304.94	304.94			9700092412	09/20/2008	07:59:39	BAT-FI	97000
2009	UK00	USD	3	1005999819	000007	1,633.10	1,633.10			9700093700	10/02/2008	22:08:30	BAT-FI	97000

Grants Management: Line Item Display (S_PLN_16000269)



Grants Management: Line Item Display (S_PLN_16000269)



Grants Management: Line Item Display (S_PLN_16000269)



Determine values for filter criteria

Select

Document Type DZ to

GM Value Type 57 to



Click the green check mark at the bottom left of this screen.

Grants Management: Line Item Display

Year	CoCode	Crcy	Period	DocumentNo	LnItm	Σ Tran. Crcy	Local crcy	RefDocumnt	Entered on	Entered at	User Name	DocumentNo
2008	UK00	USD	12	1005435338	000003	8,788.37	8,788.37	1400058849	07/01/2008	15:42:57	SMORGAN	1400058849
2009	UK00	USD	1	1005541712	000003	3,791.81	3,791.81	1400060260	07/19/2008	08:41:53	SMORGAN	1400060260
2009	UK00	USD	1	1005606930	000003	1,785.47	1,785.47	1400061123	07/31/2008	14:14:36	SMORGAN	1400061123
2009	UK00	USD	2	1005749356	000003	1,965.00	1,965.00	1400062888	08/26/2008	15:53:26	SMORGAN	1400062888
2009	UK00	USD	2	1005769694	000003	4,318.95	4,318.95	1400063550	08/29/2008	12:05:51	SMORGAN	1400063550
2009	UK00	USD	3	1005915620	000003	3,341.30	3,341.30	1400064752	09/24/2008	15:43:05	SMORGAN	1400064752
2009	UK00	USD	3	1005949227	000003	2,832.79	2,832.79	1400065182	09/30/2008	10:22:52	SMORGAN	1400065182
2009	UK00	USD	4	1006101851	000003	3,319.67	3,319.67	1400066525	10/24/2008	14:53:25	SMORGAN	1400066525
2009	UK00	USD	5	1006240042	000003	4,253.54	4,253.54	1400067673	11/17/2008	08:47:24	SMORGAN	1400067673
2009	UK00	USD	5	1006290039	000003	6,523.18	6,523.18	1400068236	11/25/2008	13:14:18	SMORGAN	1400068236

If the grant was active prior to October 2005, then check the Grant Master to see if there are cash receipts from the legacy system. Go to GMGRANTD.

Grant Master – GMGRANTD



- Enter the grant number
- Click on the Payment Tab
- If there are cash receipts from the legacy system, it will be coded as Method = ZY and the dollar figure is listed in the amount column as show below.
- The ZY amount will need to be added to the amount from the PLN report to get a cash receipts total

Display Grant Master 3046915000 - Incoming

Grant: 3046915000 "Nanoelectronics of Carbon Nanotube Multi Terminal Junctions"

Deletion Indicator: Closing Accounting Review

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

Payment

Sponsor Address Number: 1000100188

Agreement Type: CR COST REIMBURSEMENT

Prime(Scope/Prime with Scopes): 1 PRIME GRANT

Prime Grant: 3046915000

Prime Scope Accumulator:

Method of Payment

Method	Begin Date	End Date	Comment	Amount	Grant FY variant
ZY				59,480.00	

If a department working with clinical agreements would like to verify the cash receipts total with Sponsored Projects Accounting (SPA), contact Sandy Morgan at 7-3662.

Lookup Responsibility for Grant (ZGM_LOOKUP)



This transaction code allows you to look up the person responsible for a particular grant (Research Administrator-OSPA, Business Officer, Financial Administrator-SPA, etc.)

- Type in the transaction code - ZGM_LOOKUP
- Type in the grant number
- Type or select the Responsibility Type
- Click the “execute” button

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
- Click the “execute” button

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 Favorites Screen, select transaction code ME2K
- In field "WBS Element," enter your grant/WBS number. (Example: 3046965300)
- Hit execute.

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

PO	Type	Vendor	Name	P6p	Order	Date			
Item	Material		Short Text		Mat. Group				
D I A	Print	SLoc	Order	Qty	Un	Net Price	Curr.	per	Un
4800009952	Z0	122855	Univ South Carolina Research Fndtn	027	09/22/2006				
00001			3046965300-06-219						C1695
B P UK00			WBS Element 3046965300	1	AU	25,000.00	USD		1 AU
			Still to be delivered	0	AU	0.00	USD		0.00 %
			Still to be invoiced	0	AU	0.00	USD		0.00 %
00002			3046965300-06-219						C1695
B P UK00			WBS Element 3046965300	1	AU	610,620.00	USD		1 AU
			Still to be delivered	0	AU	0.00	USD		0.00 %
			Still to be invoiced	1	AU	67,262.41	USD		11.02 %

Summary Tools



- ❖ FI_GM_315 Grants Analysis Refresher Course sign up is on-line
- ❖ IRIS web-site dedicated to Grants Management
<http://www.uky.edu/IRIS/GM/>
- ❖ IRIS web-site dedicated to Principal Investigators
<http://www.uky.edu/IRIS/GM/piresources.html>
- ❖ Announcement list serv for principal investigators
- ❖ Two-way discussion list serv for announcements and sharing of information
- ❖ GM list serv for the latest updates regarding grants

Summary Tools Continued



UK IRIS Project | Communication - Microsoft Internet Explorer

Address: http://www.uky.edu/IRIS/contacts/

UK UNIVERSITY OF KENTUCKY | ACADEMIC PROGRAMS | ATHLETICS | HEALTHCARE | RESEARCH | SITE INDEX | Search IRIS

IRIS Integrated Resource Information Systems

Home | Project Information | Resources | Communication

Project Team

IRIS Project Communication

IRIS Project Team
The IRIS [Project Team](#) includes employees from various areas of the University and implementation partners (consultants) assisting in the implementation.

[IRIS Project List](#)

[SAP-HR-Users List](#)

[IRIS-GMNews List](#)

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Web Page Comments: [IRIS Web Team](#)
Page Last Modified: 12/06/2006

Unit 2 – Summary



- You are now able to:
 - ◆ Create a list of department accounts
 - ◆ Create a list of accounts by responsible party
 - ◆ Display a budget
 - ◆ Budget overview
 - ◆ Display individual items of expense
 - ◆ Find Purchase Orders and their numbers

Do Unit Two Review Questions

Refer to Exercise Booklet

QUESTIONS??

Course Evaluation



- Click on the IE desktop icon
- The home page on all lab computers should be set to <http://myhelp.uky.edu/rwd/html/index.html>
- Click on “Course Evaluations”
- Click on the course link – FI_GM_310
- Complete the evaluation and click on “Submit”