

Viewing Project to Date Budget vs. Expenses

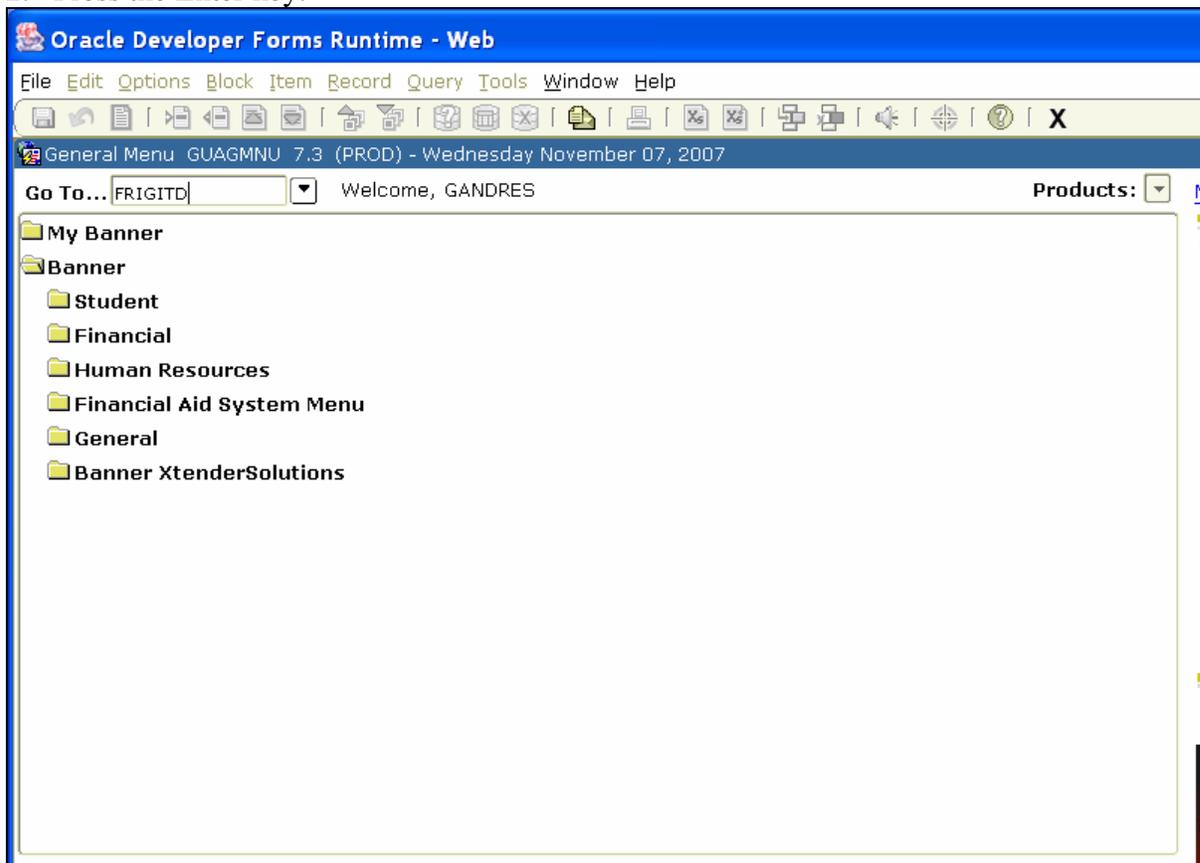
Modified 11/22/2007

The Project to Date budget vs. expenses for an award or index can be viewed by going through the following process in Banner. In the Banner system, each award is assigned an award number referred to as a “Grant”. Each “Grant” may be made up of 1 or more indexes. Multiple indexes may have been assigned if:

- One award made up more than one “Lawson Accounting Unit” prior to 6/30/2007.
- One award has both an on-campus and off-campus Index.
- A request has been made to setup separate budgets for one award between 2 or more departments for requisition or budget tracking purposes.

Viewing the Award Project to Date Budget vs. Expenses:

1. Sign into Banner and type in FRIGITD on the *Go To* field.
2. Press the Enter key.



16. The following warning will appear. Press OK.

The screenshot shows the Oracle Developer Forms Runtime interface for 'Grant Inception to Date FRIGITD 7.2 (PROD)'. The top section contains various filters and checkboxes. Below this is a table with the following columns: Account Type, Adjusted Budget, Activity, Commitments, and Available Balance. A warning dialog box is overlaid on the table, displaying the message: 'FRM-40208: Form running in query-only mode. Cannot change database fields.' with an 'OK' button.

17. The following warning will appear. Click OK to go to the budget vs. expense screen.

The screenshot shows the same Oracle Developer Forms Runtime interface, but the table is populated with data. The warning dialog box is still present. The table data is as follows:

Account Type	Adjusted Budget	Activity	Commitments	Available Balance
61102 L Administrative	350,588.00	302,608.35	0.00	47,979.65
61104 L Bargaining Unit CWA	154,298.00	114,778.65	0.00	39,519.35
61107 L Post Doctoral	169,986.00	203,004.99	0.00	-33,018.99
61202 L Faculty 12 Month AAUP	82,595.00	38,474.89	0.00	44,120.11
61203 L Faculty 9 Month AAUP	233			65.47
61204 L Faculty Summer	208			65.42
61205 L Faculty Visiting	30			00.00
61213 L Faculty Part Time				57.04
61214 L Faculty Part Time Summer	6			18.85
61304 L Grad Teach Asst-Sum				92.60
61305 L Grad Non-Teach Asst				52.64
61306 L Grad Non-Teach-Doc	64,908.00	28,191.85	0.00	36,716.15
61307 L Grad Non-Teach Summ	12,364.00	11,999.94	0.00	364.06
61308 L Student Employee	23,901.00	54,112.50	0.00	-30,211.50
Net Total:	1,336,813.00	1,111,934.41	0.00	224,878.59

Oracle Developer Forms Runtime - Web: Open > FRIGITD [Q]

File Edit Options Block Item Record Query Tools Window Help

Grant Inception to Date FRIGITD 7.2 (PROD)

Chart of Accounts: T Grant: 238 UToledo, UTeach, UTouch the Futu Grant Year:

Index: Fund: Organization:

Program: 1460 Activity: Location:

Account Type: Account: Account Summary: All Levels Fund Summary

Date From (MM/YY): 10 / 04 Date To (MM/YY): 11 / 07 Hierarchy

By Sponsor Account

Include Revenue Accounts

Account Type	Adjusted Budget	Activity	Commitments	Available Balance
61102 L Administrative	350,588.00	302,608.35	0.00	47,979.65
61104 L Bargaining Unit CWA	154,298.00	114,778.65	0.00	39,519.35
61107 L Post Doctoral	169,986.00	203,004.99	0.00	-33,018.99
61202 L Faculty 12 Month AAUP	82,595.00	38,474.89	0.00	44,120.11
61203 L Faculty 9 Month AAUP	233,307.00	153,241.53	0.00	80,065.47
61204 L Faculty Summer	208,593.00	161,027.58	0.00	47,565.42
61205 L Faculty Visiting	30,000.00	0.00	0.00	30,000.00
61213 L Faculty Part Time	0.00	3,557.04	0.00	-3,557.04
61214 L Faculty Part Time Summer	6,273.00	9,391.85	0.00	-3,118.85
61304 L Grad Teach Asst-Summ	0.00	1,392.60	0.00	-1,392.60
61305 L Grad Non-Teach Asst	0.00	30,152.64	0.00	-30,152.64
61306 L Grad Non-Teach-Doc	64,908.00	28,191.85	0.00	36,716.15
61307 L Grad Non-Teach Summ	12,364.00	11,999.94	0.00	364.06
61308 L Student Employee	23,901.00	54,112.50	0.00	-30,211.50
Net Total:	1,336,813.00	1,111,934.41	0.00	224,878.59

Please note: The *Net Total* at the bottom of the page is for the screen you are viewing only.

- To view the *Net Total* for the entire award, scroll down to the last page. This will show the total Budget and Expenses for the award.

Oracle Developer Forms Runtime - Web: Open > FRIGITD [Q]

File Edit Options Block Item Record Query Tools Window Help

Grant Inception to Date FRIGITD 7.2 (PROD)

Chart of Accounts: T Grant: 238 UToledo, UTeach, UTouch the Futu Grant Year:

Index: Fund: Organization:

Program: 1460 Activity: Location:

Account Type: Account: Account Summary: All Levels Fund Summary

Date From (MM/YY): 10 / 04 Date To (MM/YY): 11 / 07 Hierarchy

By Sponsor Account

Include Revenue Accounts

Account Type	Adjusted Budget	Activity	Commitments	Available Balance
74205 E Cell Phones	0.00	719.91	0.00	-719.91
74206 E Electronic Comm	0.00	1,099.16	0.00	-1,099.16
74302 E Postage	0.00	4,545.62	0.00	-4,545.62
74303 E Freight and Delivery Charges	0.00	210.30	0.00	-210.30
75002 E Pool Occupancy	-73.48	0.00	0.00	-73.48
75202 E Fac Rentals/Leases	0.00	4,262.90	0.00	-4,262.90
76102 E Scholarship & Fees	960,000.00	414,592.08	0.00	545,407.92
76902 E Stipends	7,914.00	0.00	0.00	7,914.00
78002 E Pool-Capitalized Equipment	202,254.00	0.00	0.00	202,254.00
78402 E Research Equipment	0.00	129,581.78	0.00	-129,581.78
79101 E Indirect Cost Recovery Grants Pool	202,788.00	0.00	0.00	202,788.00
79110 E Indirect Cost Rec Grants University	0.00	106,734.09	0.00	-106,734.09
79120 E Indirect Cost Rec Grants College	0.00	15,247.96	0.00	-15,247.96
79130 E Indirect Cost Rec Grants Department	0.00	30,494.97	0.00	-30,494.97
Net Total:	3,692,648.00	2,473,031.29	0.00	1,219,616.71

As indicated above some awards are split between two indexes.

The Grant Above is made up of two separate indexes 201046 and 201047. To find the budget vs. expenses for each index, repeat steps 1 through 19 above for each index number that makes up an award.

Note the total of the two “indexes” equal the total for the “grant”.

Index	Total
201046	\$2,344,975.96
201047	\$ 128,055.34
Grant Total	\$2,473,031.30

Total for Index 201046:

Oracle Developer Forms Runtime - Web: Open > FRIGITD [Q]

File Edit Options Block Item Record Query Tools Window Help

Grant Inception to Date FRIGITD 7.2 (PROD)

Chart of Accounts: T Fund: 238 UToledo, UTeach, UTouch the Futu Grant Year:

Index: 201046 Fund: 201046 Organization: 106600 Fund Summary

Program: 1460 Activity: Location: Hierarchy

Account Type: Account Summary: All Levels By Sponsor Account

Date From (MM/YY): 10 / 04 Date To (MM/YY): 11 / 07 Include Revenue Accounts

Account Type	Adjusted Budget	Activity	Commitments	Available Balance
74205 E Cell Phones	0.00	719.91	0.00	-719.91
74206 E Electronic Comm	0.00	1,099.16	0.00	-1,099.16
74302 E Postage	0.00	4,333.24	0.00	-4,333.24
74303 E Freight and Delivery Charges	0.00	210.30	0.00	-210.30
75002 E Pool Occupancy	-73.48	0.00	0.00	-73.48
75202 E Fac Rentals/Leases	0.00	293.90	0.00	-293.90
76102 E Scholarship & Fees	960,000.00	414,592.08	0.00	545,407.92
76902 E Stipends	7,914.00	0.00	0.00	7,914.00
78002 E Pool-Capitalized Equipment	202,254.00	0.00	0.00	202,254.00
78402 E Research Equipment	0.00	129,581.78	0.00	-129,581.78
79101 E Indirect Cost Recovery Grants Pool	187,255.00	0.00	0.00	187,255.00
79110 E Indirect Cost Rec Grants University	0.00	100,094.13	0.00	-100,094.13
79120 E Indirect Cost Rec Grants College	0.00	14,299.37	0.00	-14,299.37
79130 E Indirect Cost Rec Grants Department	0.00	28,597.89	0.00	-28,597.89
Net Total:	3,482,958.00	2,344,975.95	0.00	1,137,982.05

Total for Index 201047:

Oracle Developer Forms Runtime - Web: Open > FRIGITD [Q]

File Edit Options Block Item Record Query Tools Window Help

Grant Inception to Date FRIGITD 7.2 (PROD)

Chart of Accounts: T Grant: 238 UToledo, UTeach, UTouch the Futu Grant Year:

Index: 201047 Fund: 201047 Organization: 106600 Fund Summary

Program: 1460 Activity: Location: Hierarchy

Account Type: Account: Account Summary: All Levels By Sponsor Account

Date From (MM/YY): 10 / 04 Date To (MM/YY): 11 / 07 Include Revenue Accounts

Account Type	Adjusted Budget	Activity	Commitments	Available Balance
73106 E Gas Lub Parts Etc	0.00	77.24	0.00	-77.24
73203 E Travel - Students	0.00	1,050.00	0.00	-1,050.00
73402 E Sponsored Events	0.00	13,440.39	0.00	-13,440.39
73522 E Travel - Grant Activity 2	0.00	73.92	0.00	-73.92
73999 E Travel - Other	0.00	135.00	0.00	-135.00
74002 E Pool Information/Com	1,000.00	0.00	0.00	1,000.00
74106 E Photocopies/Printing	0.00	1,113.28	0.00	-1,113.28
74107 E Advertising	0.00	692.63	0.00	-692.63
74302 E Postage	0.00	212.38	0.00	-212.38
75202 E Fac Rentals/Leases	0.00	3,969.00	0.00	-3,969.00
79101 E Indirect Cost Recovery Grants Pool	15,533.00	0.00	0.00	15,533.00
79110 E Indirect Cost Rec Grants University	0.00	6,639.96	0.00	-6,639.96
79120 E Indirect Cost Rec Grants College	0.00	948.59	0.00	-948.59
79130 E Indirect Cost Rec Grants Department	0.00	1,897.08	0.00	-1,897.08
Net Total:	209,690.00	128,055.34	0.00	81,634.66

If you do not know if an award has more than one index please contact the Grants Accounting Office at 419-530-8763 and someone will provide you with the information.