# Grants Navigation Instructions
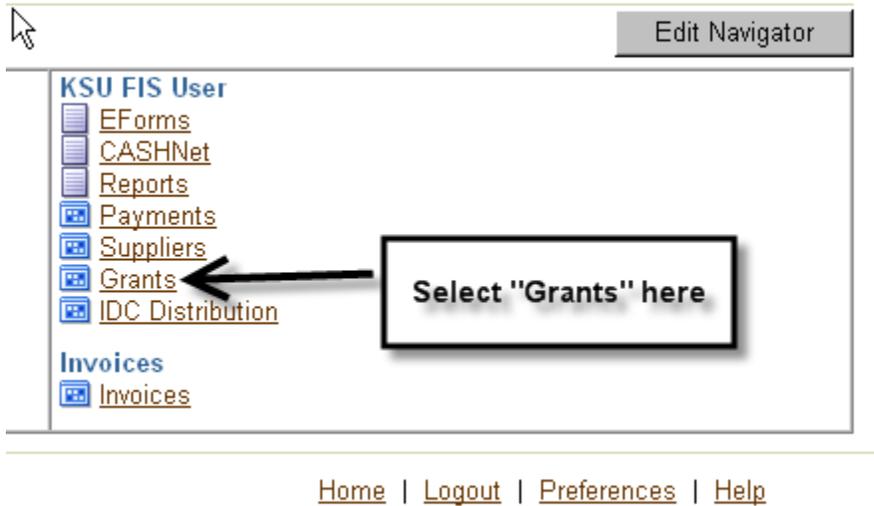


The "Find Award Status" form shown below will open.

Enter the Award number you would like to review, then click the Find button below

The "Award Status" form shown below will open. It provides a summary of Budget amount, Actual cost, and other info (use the scroll bar to see other columns not shown here).



| Award | Award Name | Revenue | Budget | Actual Cost | Commitment Amo |
|---|---|---|---|---|---|
| BG0000 | RESCH KSU RES | 1881823.13 | 2316375.00 | 1889097.92 | 0 |

Click on the "Award Inquiry" button to see award details

Award Inquiry    Invoice Review

Resource Status    Actuals    Commitments    Project Status

The "Award Management" form opens to show the award details.



Various tabs and buttons are available on this form to get to more award details, as indicated above by the arrows and text boxes. Examples of each of the indicated tabs and buttons are shown below.

## Installment tab

The Award Management form opens with the Installment tab showing (as shown above). You may use the scroll bar at the bottom and side of this tab to view the columns and rows that aren't showing.

# DFF Button

## Award Management

| Field | Value | Field | Value |
|---|---|---|---|
| Number | BG0000 | Funding Source Name | KSU RESEARCH FOUN |
| Short Name | RESCH KSU RES FD | Funding Source Award Number | 0 |
| Full Name | RESCH KSU RESEARCH FOUNDA | Pre-Award Date | |
| Start Date | 01-JUL-1991 | End Date | 30-JUN-2006 |
| Close Date | 30-SEP-2006 | Award Type | Foundation Funds - No |
| Purpose | 8, E Other | Status | Active |
| Organization | 50020 Research Vice F | Funded Amount | 2316375.00 |
| Award Amount | 2316375.00 ☐ Hard Limit | | |

☐ Template

[ 20 ]

**Click on the "DFF" button here.**

Tabs: Install... | Terms... | Budge... | Fundi... | Contacts | Perso. | ... | Credit ... | Tax an...

| Number | Issue Date | Type | Description | | | ive | Billable | [ ] |
|---|---|---|---|---|---|---|---|---|
| 1 | 01-JUL-1972 | Award | Original Award | | | ☑ | ☑ | ☐ |
| 2 | 22-JUN-2005 | Supplement | Add Amt | | | ☑ | ☑ | ☐ |
| 3 | 22-JUN-2005 | Supplement | Renewal | | | ☑ | ☑ | ☐ |

Reports    Project Funding

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## Awards Descriptive Flexfield

| Field | Value | Description |
|---|---|---|
| Source | 2080 | RESTRICTED FEES FUND - MAIN |
| Research Type | 05 | Research - Main Campus |
| Rev Object | R4220 | OTHER CONTRACT/GRANT |
| Unbilled Rec Object | A1367 | UNBILLED REC SP OTHER |
| Payroll Flag | Yes | |
| Parent Project | GGRS530000 | GRS KSU RES FD STAFF |
| Payment Method | MCSP 07 2080 | |

**This is the "Source" that is part of the "account string" of Project, Award Source, Org, and Object used when charging expenditures to an Award, for example.**

OK    Cancel    Clear    Help

# Funding Summary Button



**Award Management**

| | | | | |
|---|---|---|---|---|
| Number | ED7762 | ☐ Template | Funding Source Name | LOC - US DEPARTMEN |
| Short Name | EDUCA US DEPT EDU | | Funding Source Award Number | T195N020124-04 |
| Full Name | EDUCA PROJECT CHRYSALIS | | Pre-Award Date | |
| Start Date | 30-SEP-2004 | | End Date | 29-SEP-2006 |
| Close Date | 29-DEC-2006 | | Award Type | Federal Agency - Dire |
| Purpose | 5 Grant | | Status | Active |
| Organization | 40010 Education Dean | | Funded Amount | 577545.10 |
| Award Amount | 577545.10 ☐ Hard Limit | | | |

Funding Summary    [ 31 ]

**Click on Funding Summary button to see the Projects funding all installments on this award**

Install... | Terms... | Budge... | Fundi... | Reports | Refere... | Credit ... | Tax an...

| Number | Issue Date | Type | Indirect Cost | Total | Active | Billable | [ ] |
|---|---|---|---|---|---|---|---|
| 1 | 30-SEP-2004 | Award | 68.10 | 6832.00 | 336100.10 | ☑ | ☑ | ☐ |
| 2 | 01-AUG-2005 | Supplement | 45.00 | 6700.00 | 241445.00 | ☑ | ☑ | ☐ |
| | | | | | | ☐ | ☐ | ☐ |

Reports        Project Funding

**Funding Summary**

| Installment Num | Project Number | Task Number | Total Funding Amt | Net Revenue | Invoiced Amt |
|---|---|---|---|---|---|
| 1 | GDOE537762 | | 336100.10 | 261957.29 | 254816.42 |
| 2 | GDOE000088 | 02 | 241445.00 | 1057.10 | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | Total | 577545.10 | 263014.39 | 254816.42 |

Project Name  DOE US DEP ED PR        Task Name

1. **Installment Num** – this award has two installments
2. **Project Number** – each installment has been funded by a different Project
3. **Total Funding Amount** is the budgeted amount for each project and totals to the Award amount.
4. **Net Revenue** relates to expenditures (not cash received)
5. **Invoiced Amount** is what SPA has billed for. (Invoiced amounts for multiple installments may only be recorded against one installment by SPA).

# Compliance tab



Click on the Compliance tab to see
1) IDC rate
2) amounts SPA has invoiced (Events)

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**IDC rate**

**Cost**

| | |
|---|---|
| Indirect Cost Schedule | 330, .08 TDC, less tr... |
| Indirect Cost Rate Fixed Date | |
| Allowed Cost Schedule | General Allowed |

**Rules**

| | |
|---|---|
| Billing Distribution Rule | Event |
| Revenue Distribution Rule | Cost |

**Billing**

| | |
|---|---|
| Billing Cycle | Daily |
| Terms | IMMEDIATE |
| First Billing Offset Days | 0 |

"Events" are amounts SPA has invoiced

Events    Billing Format

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Events

| Event | Amount | Description |

Amounts (Events) that have been invoiced

| Num | Date | Installment Number | Project Number | Task Number | Revenue Amount | Bill Amount | Bill Hold |
|---|---|---|---|---|---|---|---|
| 75 | 28-JUL-2005 | 1 | GDOE537 | | 0.00 | 1196.82 | No |
| 101 | 11-AUG-2005 | 1 | GDOE537 | | 0.00 | 7538.75 | No |
| 120 | 25-AUG-2005 | 1 | GDOE537 | | 0.00 | 17293.04 | No |
| 137 | 08-SEP-2005 | 1 | GDOE537 | | 0.00 | 2845.84 | No |
| 170 | 22-SEP-2005 | 1 | GDOE537 | | 0.00 | 5246.60 | No |

| Total | | | | | 0.00 | 254816.42 | |

☐ Revenue Distributed          ☑ Billed

Revenue Distribution Lines

# Personnel tab

## Award Management

| | | |
|---|---|---|
| Number | BG0000 | ☐ Template |
| Short Name | RESCH KSU RES FD | |
| Full Name | RESCH KSU RESEARCH FOUNDA | |
| Start Date | 01-JUL-1991 | |
| Close Date | 30-SEP-2006 | |
| Purpose | 8, E Other | |
| Organization | 50020 Research Vice F | |
| Award Amount | 2316375.00 ☐ Hard Limit | |

| | |
|---|---|
| Funding Source Name | KSU RESEARCH FOUN |
| Funding Source Award Number | 0 |
| Pre-Award Date | |
| End Date | 30-JUN-2006 |
| Award Type | Foundation Funds - No |
| Status | Active |
| Funded Amount | 2316375.00 |

Funding Summary          [ 20 ]

Install... | Terms... | Budge... | Fundi... | Contacts | Perso... | Compl... | Reports | Refere... | Credit ... | Tax an...

**Click on the Personnel tab to see the PI name**

| Number | Issue | | Description | | Active | Billable | [ ] |
|---|---|---|---|---|---|---|---|
| 1 | 01-JUL | | Original Award | | ☑ | ☑ | |
| 2 | 22-JUN | | Add Amt | | ☑ | ☑ | |
| 3 | 22-JUN-2005 | Supplement | Renewal | | ☑ | ☑ | |

Reports          Project Funding

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Install... | Terms... | Budge... | Fundi... | Contacts | Perso... | Compl... | Reports | Refere... | Credit ... | Tax an...

| Full Name | Award Role | Effective From | Effective To | Required |
|---|---|---|---|---|
| Fisher, Shannon C | Award Manager | 01-JUL-1991 | | ☐ |
| Trewyn, Ronald W | Principal Investigator | 01-JUL-1991 | | ☐ |
| | | | | ☐ |