



Grants Funds Available Dashboard Page

The Grants Funds Available dashboard page details the totals by Project, Task and Award (PTA) combination with drilldowns to Project and Award summaries with additional drilldowns to transaction detail.

- Period is a required prompt
- Multiple prompt combination options are available
- Drilldown by Project, Task or Award for more details

Use Grants Funds Available:

- For a “snapshot” of funds available by PTA for the individual/department
- For PTA Start Date and PTA End Date to identify the valid expenditure item dates for that PTA
- To see if the PTA is currently able to be charged
- To drilldown to Project, Task, or Award detail by Expenditure Category
- To drilldown to expense transactions

The screenshot shows the 'Grants Funds Available' dashboard interface. At the top, there are navigation tabs: 'Lookups', 'General Ledger', 'Grants', 'Purchasing', and 'Equipment Inventory'. Below this, there are sub-tabs: 'Grants Funds Available', 'Expenditure Inquiry', 'Summary Reports', 'Grants Installation Status', 'IDC Account Setup', 'IDC Award Setup', and 'IDC Distribution Amounts'. The main area is titled 'Prompts' and contains several input fields and dropdown menus:

- * Period: APR 2019-19
- Project Number: [Text Input]
- Task Number: [Text Input]
- Award Number: [Text Input]
- Project Status: --Select Value--
- Task Organization: --Select Value--
- Award Status: --Select Value--
- Project Type: --Select Value--
- Task ORG Parent Level: --Select Value--
- Award Type: --Select Value--
- Project Organization: --Select Value--
- Task ORG Parent #/Desc: --Select Value--
- Award Organization: --Select Value--
- Award/Project Member: --Select Value--
- Award Category: --Select Value--

 On the right side, there are radio button options:

- Restrict to Overspent PTAs? Y N
- Include Closed Awards? Y N
- Include Closed Projects? Y N
- PTA with end date before <= [Text Input]

 At the bottom right, there are 'Apply' and 'Reset' buttons.

Prompts	Definition
*Period	* (Asterisk) indicates this is a required field. The accounting period.
Project Number	Five-digit value that represents a person or scope of work.
Project Status	The status of the Project (Pending, Approved, Closed).
Project Type	The type of Project (Sponsored, Internal, or Capital).
Project Organization	Identifies who administers the Project funds.
Task Number	Up to five-character value, that represents the work breakdown structure for a Project.
Task Organization	Task Organization is used to summarize accounting information to the Organization segment in the General Ledger.
Task ORG Parent Level	The parent level of Task Organization in the GL org hierarchy (A,B,C,D,E,F).

Grants: Grants Funds Available

Prompts	Definition
Task ORG Parent #/Desc	The parent number and description of the Task Organization. Example: C10000 = Arts & Sciences
Award Number	Seven-digit value that represents the source of funding that supports one or more Projects/Tasks.
Award Status	The status of the Award (Active, At Risk, On Hold, or Closed).
Award Type	Award Type is the source of funding for that award and is summarized to the Source segment in the General Ledger.
Award Organization	Identifies who administers the Award funds.
Award/Project Member	Person assigned to any role for the Project or Award.
Award Category	Displays PTAs with the specified award category (Sponsored, Cost Share, Capital, or Internal).
Restrict to Overspent PTAs?	Allows you to see only overspent PTAs. Select Y to limit the results to only overspent PTAs.
Include Closed Awards?	Allows you to choose only open or both open and closed Awards. Select Y to include both open and closed Awards in the results.
Include Closed Projects?	Allows you to see open or closed Projects. Select Y to include both open and closed Projects in the results.
PTA with end date before	Allows you to see all PTAs ending within a specific time frame.

Dashboard Results

Proj #	Proj Short Name	Task #	Task Name	Awd #	Awd Short Name	Agency Name	Task Org #/Name	PTA Start	PTA End	PTA Chargeable	Funding Amt	Budget ITD	Expense ITD	Commitment Amt	Avail Balance ITD	Fin % Cmpl ITD	Revenue ITD	Revenue FYTD	Expense FYTD	Expense PTD
11155	INTEGRATED BYSTANDER	10	PROJECT COSTS	1131660	INTEGRATED BYSTANDER	U S DEPARTMENT OF JUSTICE	100270 PSYCHOLOGY	1/1/2017	12/31/2019	Y	150,000.00	150,000.00	120,490.29	26,984.05	2,525.66	80%	120,490.29	2,463.54	2,463.54	0.00
11162	ALCOHOL INTOXICATION RISK	10	PROJECT COSTS	1131961	ALCOHOL INTOXICATION RISK	NATIONAL INSTITUTES OF HEALTH	100270 PSYCHOLOGY	4/20/2017	3/31/2020	Y	395,063.00	395,063.00	262,147.86	1,810.18	131,104.96	66%	254,797.26	23,150.35	30,500.95	7,350.60
11169	REU SITE TREATMENT-RELATED	10.01	PROJECT COSTS	1132200	REU SITE TREATMENT-RELATED	NATIONAL SCIENCE FOUNDATION	100270 PSYCHOLOGY	9/1/2017	8/31/2020	Y	101,540.00	101,540.00	61,722.08	0.00	39,817.92	61%	61,722.08	4,088.74	4,088.74	0.00
11169	REU SITE TREATMENT-RELATED	10.02	FY17 PARTICIPANT	1132200	REU SITE TREATMENT-RELATED	NATIONAL SCIENCE FOUNDATION	100270 PSYCHOLOGY	9/1/2017	8/31/2020	Y	191,480.00	191,480.00	109,473.24	0.00	82,006.76	57%	96,398.64	30,121.33	43,195.93	13,074.60

Proj #, Proj Short Name, Task #, Task Name, Awd #, Awd Short Name, Agency Name, Task Org #/Name, PTA Start, PTA End, PTA Chargeable, Funding Amt, Budget ITD, Expense ITD, Commitment Amt, Avail Balance ITD, Fin % Cmpl ITD, Revenue ITD, Revenue FYTD, Expense FYTD, Expense PTD

Additional Fields Available

Any of the fields listed below can be included in the dashboard results. Additionally, these fields are included if you export your dashboard results in the CSV (comma separated variable) format:

Period, FY, CIP Master Record # DFF, Proj Status, Proj Start, Proj End, Cap Cat/Sub Cat, Awd Ref State ALI #, Awd Type, Awd Purpose, Awd Status, Pre Awd Date, Awd Start, Awd End, Awd Org #/Name, Awd Cat DFF Descr, Foundation Source, Foundation Source Descr, Task Serv Type, Task Chg Flag, Task Start, Task End, Awd Member, Awd Role, Entity, Source, Organization, Activity, Function

Drilldown Options

From the initial dashboard that displays totals by PTA, links are available (shown in blue) to drilldown to totals broken down by expenditure category. Your drilldown options include

- Project # (Proj #) to see the breakout for all tasks and awards on the project.
- Task # to see all awards funding the task.
- Award # (Awd #) displays two options: All combinations for award – shows all Projects/tasks funded by the award; or PTA Combination Drill shows only the detail for the specific PTA row.

Proj #	Proj Short Name	Task #	Task Name	Awd #
11155	INTEGRATED BYSTANDER	10	PROJECT COSTS	1131660

Drill to Expenditure Category

Exp Category	Funding Amt	Budget ITD	Expense ITD	Commitment Amt	Avail Balance ITD	Fin % Cmpit ITD	Revenue ITD	Expense PTD
SALARIES AND WAGES	0.00	58,097.00	56,898.39	0.00	1,198.61	98%	56,898.39	0.00
BENEFITS	0.00	8,013.00	7,814.27	0.00	198.73	98%	7,814.27	0.00
PROFESSIONAL SERVICES	0.00	6,700.00	6,700.00	0.00	(6,700.00)	0%	6,700.00	0.00
OTHER PERSONNEL COSTS	0.00	10,685.00	0.00	0.00	10,685.00	0%	0.00	0.00
SUPPLIES	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00
OTHER OPERATING COSTS	0.00	0.00	3,705.00	0.00	(3,705.00)	0%	3,705.00	0.00
SUBCONTRACTS	0.00	22,872.00	4,942.40	17,929.60	0.00	22%	4,942.40	0.00
INDIRECT COST	0.00	50,333.00	40,430.23	9,054.45	848.32	80%	17,626.67	0.00
Unclassified	150,000.00	0.00	0.00	0.00	0.00	0%	22,803.56	0.00
	150,000.00	150,000.00	120,490.29	26,984.05	2,525.66	80%	120,490.29	0.00

From the Expenditure Category summary, you have the option to drilldown to transaction detail by clicking on the blue links:

- Project – to display all the transactions for the project
- Task – to display all transactions for the task
- Award – to display all the transactions for the award
- Exp Category – to display the transactions for the selected expenditure category. A second option will be displayed allowing to select:
 - Expenditure Category – all transactions from inception to date
 - Expenditure Category by Period – just transactions for the selected period on the screen (in this example – SEP 2019-20)
 - Expenditure Category by Year - just transactions for the fiscal year of the selected period on the screen (in this example – SEP 2019-20 would display FY20)

Drill to View Transactions

Expenditures by Category														
PTA	Exp Category	Exp Type	Period	Exp Item Date	Trans ID	Exp Comment	Exp Cost	Exp Batch	Full Invoice Desc	Supplier Name	Supplier #	INV Date	INV #	INV OU Ref
11155-10-1131660	SALARIES AND WAGES	701110 PROFESSOR	JUN 2018-18	06/15/2018	2429983	PAY ENDING: 15-JUN-18	3,561.34	P061142206PJ498184						
				06/29/2018	2441474	PAY ENDING: 30-JUN-18	3,561.34	P062556306PJ499259						
			MAY 2018-18	05/31/2018	2412045	PAY ENDING: 31-MAY-18	3,561.34	P052422505PJ495216						

From the transaction screen, you may drill down to additional transaction details.

1. If the Trans ID is shown in blue text, you may be able to drilldown to PEDS data for PAYEXP transactions (for users with PEDS access) or Student Accounting data for PEOPLESOFT transactions (for users with Bursar dashboard access).
2. The Exp Batch (shown in blue) will allow you to view the complete Journal Entry.

Payroll Expenditure Details (PEDS)

PTA	Exp Category	Exp Type	Period	Exp Item Date	Trans ID	Exp Comment	Exp Cost	Exp Batch
11155-10-1131660	SALARIES AND WAGES	701110 PROFESSOR	JUN 2018-18	06/15/2018	2429983	PAY ENDING: 15-JUN-18	3,561.34	P061142206PJ498184
				06/29/2018	2441474	PAY ENDING: 30-JUN-18	3,561.34	P062556306PJ499259
			MAY 2018-18	05/31/2018	2412045	PAY ENDING: 31-MAY-18	3,561.34	P052422505PJ495216

Student Accounting Data (Peoplesoft)

PTA	Exp Category	Exp Type	Period	Exp Item Date	Trans ID	Exp Comment	Exp Cost	Exp Batch
11575-44-1500192	SALARIES AND WAGES	706130 FELLOWSHIPS	AUG 2019-20	08/01/2019	2827932	PS 2019080101	(7,800.00)	S080200108PJ784479

Basic OBI Functionality

For information about basic OBI functionality, please refer to OBI Dashboard Functionality quick reference guide:

https://www.ohio.edu/sites/default/files/sites/finance/systems/files/obi/OBI_Functionality_WEB.pdf

This guide includes details about saving customizations, exporting data, and breadcrumb navigation.