



University of South Alabama

Division of Financial Affairs


Banner Financial Information Systems Reference Manual

Grant Look-up

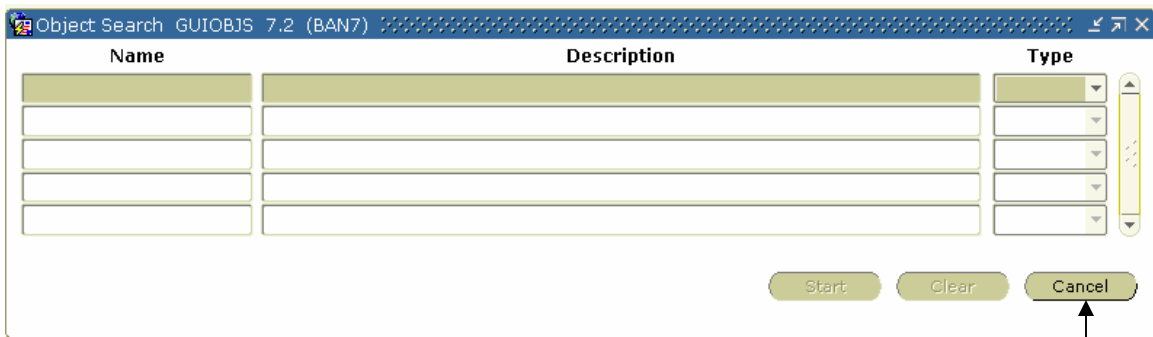
Find Your Grant Balance

Purpose: How to find your grant balance using FRIGITD.

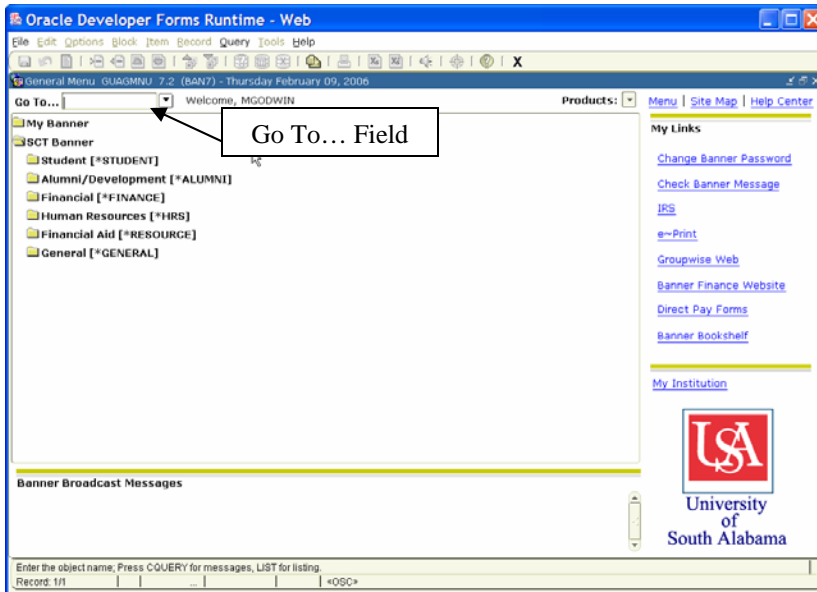
The first form to use for Grant balances is FRIGITD (Grant Inception to Date Report). To access the FRIGITD form, follow these steps:

1. Type **FRIGITD** in the Go To... Field on the Banner main menu.
2. Press the **Enter** key on your keyboard. **DO NOT** click the Down Arrow  * button to the right of the Go To... Field.

* If you click the Down Arrow button it will open the Object Search window seen below. To return to the main menu, click the **Cancel** button **twice**. Then repeat steps 1 and 2 or follow the menu option listed below.



Cancel Button



Find Your Grant Balance

Menu Option:

This form is also accessible via the menus as follows:

SCT Banner → **Financial** → **Research Accounting** → **Research Accounting Grants** → **Grant Inquiry** → **Grant Inception to Date [FRIGITD]**

Menu access:

- My Banner
- SCT Banner
 - Student [*STUDENT]
 - Alumni/Development [*ALUMNI]
 - Financial [*FINANCE]
 - General Ledger [*FINGENLL]
 - Finance Operations [*FINOPER]
 - Stores Inventory [*FINSTORES]
 - Purchasing and Procurement [*FINPURCH]
 - Accounts Payable [*FINAP]
 - Fixed Asset [*FINASSET]
 - Investment Management [*FININVEST]
 - Research Accounting [*FINRESEARCH]
 - Research Accounting Proposal [*FINRESPROP]
 - Research Accounting Grants [*FINRESGRANT]
 - Entity Text Entry [FOAETXT]
 - Grant Inquiry [*FINGRNTQUERY]**
 - Grant Agency Inquiry [FRIASTG]
 - Grant Budget Distribution Inquiry [FRIBDSG]
 - Grant Budget Codes Inquiry [FRIBUDG]
 - Grant Budget Totals [FRIBUTG]
 - Grant Event Inquiry [FRIEVNG]
 - Grant Inception to Date [FRIGITD] ← Grant Inception to Date - FRIGITD

FRIGITD

1. To check your Grant account balance, type your **Grant number** into the Grant number field in the **Key Information Block** and your **Fund number** in the Fund number field (Usually the same as the Grant number). If you do not know your Grant number follow the instructions listed in the Index (pgs 6-8 of this manual).
2. Click on the **Next Block** button to view your account details.

Find Your Grant Balance

FRIGITD shows a summary of account activity organized by Account code.

Oracle Developer Forms Runtime - Web: Open > FRIGITD

Grant: 205044, A Study of Banner, Organization: 720300, Location: 720300

Account	Type	Adjusted Budget	Activity	Commitments	Available Balance
610100	L Executive/Admin Salaries	0.00	9,749.34	0.00	-9,749.34
610200	L Instruction Salaries	97,304.00	102,375.40	0.00	-5,071.40
610300	L Professional Salaries	34,920.00	28,867.54	0.00	6,052.46
610330	L Post Doctorate Salaries	0.00	15,350.00	0.00	
610400	L Clerical Wages	3,662.00	0.00	0.00	
610600	L Service Wages	0.00	16,380.95	0.00	
610700	L Technical Salaries	47,732.00	35,394.06	0.00	12,337.94
610900	L Overtime	0.00	1,002.42	0.00	-1,002.42
620100	L Student Wages	22,289.00	0.00	0.00	22,289.00
630120	L Employers FICA	0.00	13,990.14	0.00	-13,990.14
630130	L Employee Benefits - Vacation	45,906.00	0.00	0.00	45,906.00
630210	L Insurance-Life	0.00	550.62	0.00	-550.62
630220	L Insurance-Disability	0.00	1,665.83	0.00	-1,665.83
630230	L Insurance-Health	0.00	21,234.84	0.00	-21,234.84
Net Total:		1,001,840.00	740,331.40	17,412.00	244,096.60

1. Entries are grouped by account code (left-hand side)
2. Available balance for each account code is listed in the far right-hand column
3. The budgeted dollars assigned to an account are shown in the Adj Budget column.
4. The Activity column shows the Project-to-Date dollar amount of transactions posted to each account code listed in the Account column. You will have the ability to drill down on any account listed to see the individual transactions which make up this total dollar amount (See Drilling Down for Details, next page).

Account	Type	Adjusted Budget	Activity	Commitments	Available Balance
718390	E IC-Salary Support	0.00	2,520.00	0.00	-2,520.00
730010	E Travel	3,090.00	8,430.89	0.00	-5,340.89
730070	E Travel-Registration Fee	0.00	4,152.91	0.00	-4,152.91
741090	E Contract Services - General	1,030.00	12,670.79	17,412.00	-29,052.79
741100	E Contract Services - Specific	0.00	479.19	0.00	-479.19
792050	E F & A Recovery Expense	219,403.00	219,403.00	0.00	0.00
Net Total Line		1,001,840.00	740,331.40	17,412.00	244,096.60

5. Scroll down until you reach the end of the listings. This registers all account codes in the **Net Total** line.

Drilling Down for Details using FRIGTRD

You can drill down for details on a particular account. To drill down for details, follow these steps:


1. Select an Account number or amount by clicking on it. The record will be highlighted.
2. Click on the **Options** menu in the Banner menu bar, and select **Grant Detail Information**. (Options -> Grant Detail Information) This will open FRIGTRD.

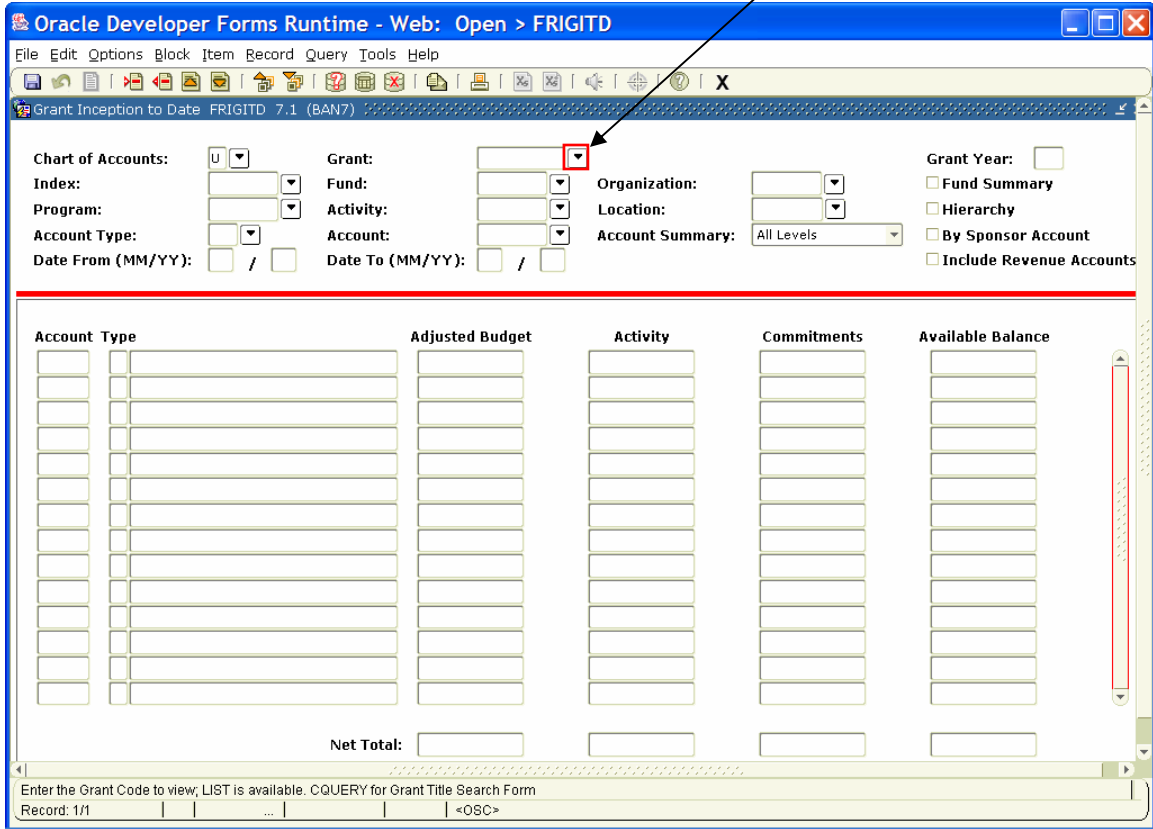
Account Type	Adjusted Budget	Activity	Commitments	Available Balance
717120 E Med-Surg-Drugs	0.00	1,166.32	0.00	-1,166.32
717140 E Med-Surg-Gases	0.00	218.00	0.00	-218.00
717150 E Med-Surg-Gen Medical/Surgical Sup	0.00	10,777.79	0.00	-10,777.79
717350 E Med-Surg-Surgical Instruments	0.00	1,741.20	0.00	-1,741.20
718000 E Internal Charges	18,028.92	0.00	0.00	18,028.92
718040 E IC-Comparative Medicine	0.00	188,112.86	0.00	-188,112.86
718130 E IC-General Department Transfers	-18,028.92	18,028.92	0.00	-36,057.84
718190 E IC-InterLibrary Loan Services	0.00	5.00	0.00	-5.00
718390 E IC-Salary Support	0.00	2,520.00	0.00	-2,520.00
730010 E Travel	3,090.00	8,430.89	0.00	-5,340.89
730070 E Travel-Registration Fee	0.00	4,152.91	0.00	-4,152.91
741090 E Contract Services - General	1,030.00	12,670.79	17,412.00	-29,052.79
741100 E Contract Services - Specific	0.00	479.19	0.00	-479.19
792050 E F & A Recovery Expense	219,403.00	219,403.00	0.00	0.00
Net Total:	1,001,840.00	740,331.40	17,412.00	244,096.60

FRIGTRD will list all transactions associated with a particular Account code.

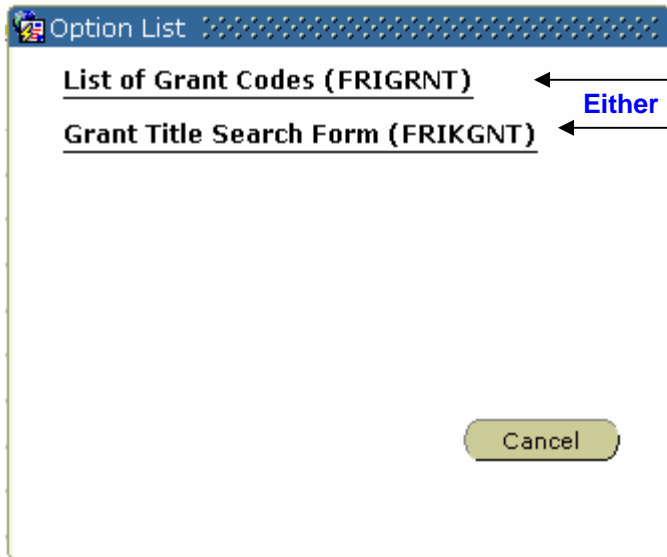
Account	Organization	Program	Activity	Date	Type	Document	Description	Field	Amount	Increase(+) or Decrease(-)
741100	720300	4200	26-OCT-2005	1GE	88000003	5-20423-3241 PTD Conversion	YTD		479.19	
Total:									479.19	

Index: How to look-up a Grant number

If you do not know your Grant number click on the Down Arrow  you will get the following popup window (Option List):



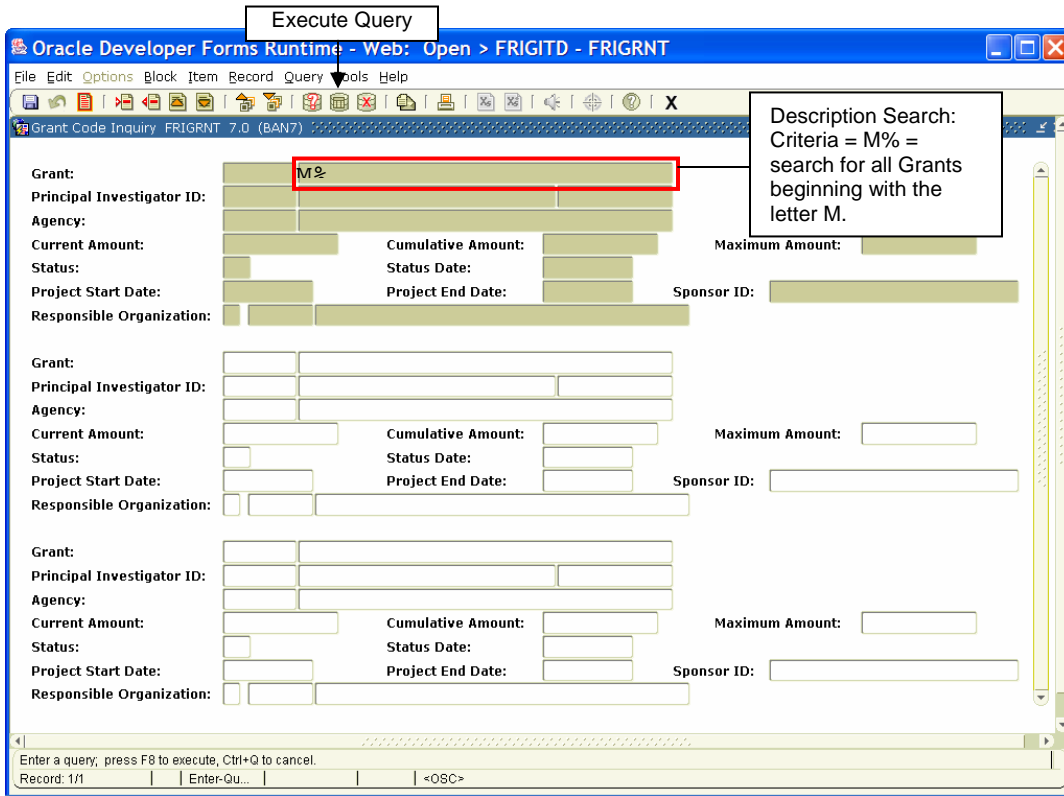
OPTION LIST:



Depending on how you wish to search, click on either "List of Grant Codes" or "Grant Title Search Form".

Selection of "List of Grant Codes (FRIGRNT)" option shown on next page:


List of Grant Codes (FRIGRNT)



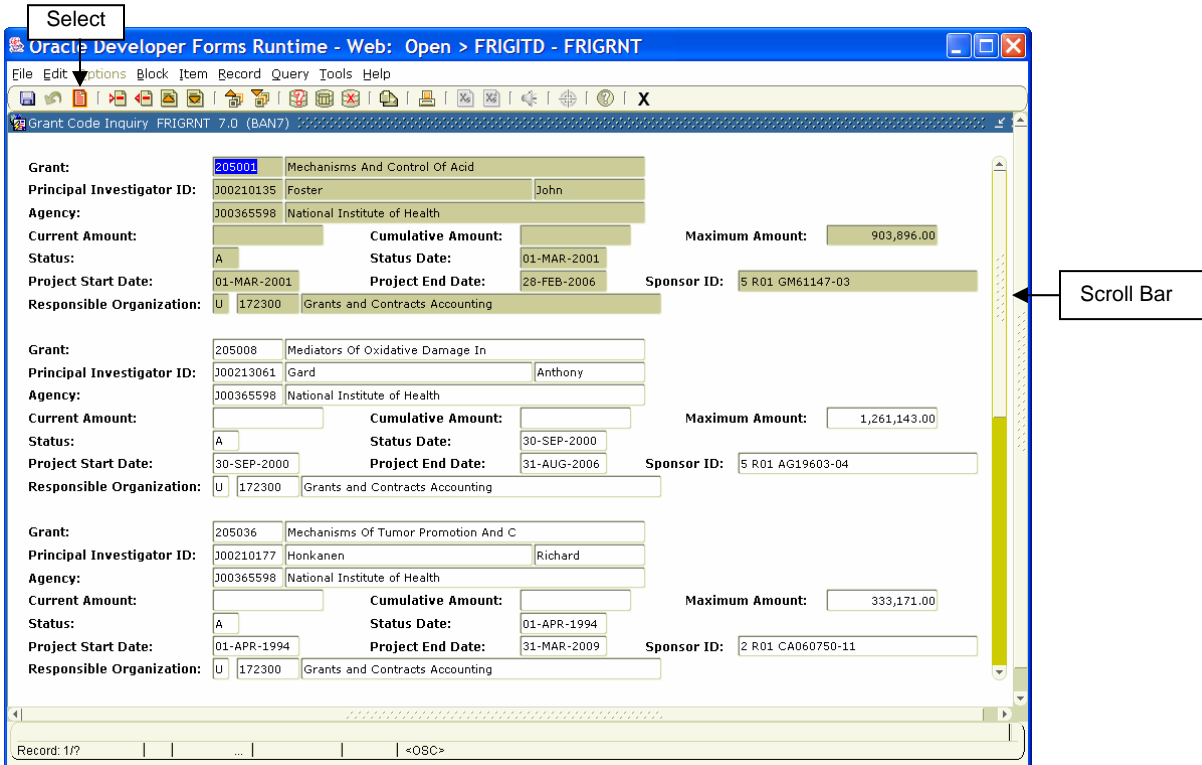
To use the “List of Grant Codes” option, proceed with the following steps: (“Grant Title Search Form” is not covered in this manual)

1. Assuming you wish to look-up a Grant by **description** enter your search criteria in the longer field directly to the right of Grant Code (noted above). Follow the criteria rules set forth in the FOAPAL Look-up manual.
2. Click **Execute Query**. Depending on what you entered for your search criteria you will either see a list of Grants, a single Grant, or no results (See next page).

Find Your Grant Balance

3. If the results return a list of Grants you can simply **scroll** through the list or refine your search criteria. If there are no results refine your criteria.
4. Once you locate the Grant you are looking for click on the Grant Code and press **Select** . This will return your selection to the FRIGITD form.

Select



Grant	Principal Investigator ID	Agency	Current Amount	Cumulative Amount	Maximum Amount	Status	Status Date	Project Start Date	Project End Date	Sponsor ID	Responsible Organization
205001	000210135	National Institute of Health			903,896.00	A	01-MAR-2001	01-MAR-2001	28-FEB-2006	5 R01 GM61147-03	Grants and Contracts Accounting
205008	000213061	National Institute of Health			1,261,143.00	A	30-SEP-2000	30-SEP-2000	31-AUG-2006	5 R01 AG19603-04	Grants and Contracts Accounting
205036	000210177	National Institute of Health			333,171.00	A	01-APR-1994	01-APR-1994	31-MAR-2009	2 R01 CA060750-11	Grants and Contracts Accounting

Record: 1/7