How to view expenses that have posted to the cost share fund

Purpose: Running either BW Grant Ledger or the BW Grant Line Item Detail will provide a detailed view of expenses that have posted to the cost share fund, as well as pending and/or encumbered expenses.

Procedures	
Select BW Web Reporting from the IRIS Launchpad	LaunchPad From here you can select a system to launch. Image: system to launch. Image: system to launch.
First, select Grants Management. Then select Grant Ledger	 Funds Management / Budget Control Grants Management Grant Ledger - PI Summary exec summary Labor distribution analysis by Grant Grant Budget & Expenditures Grant Budget Item Details Grant Ledger - PI GL Account Detail Grant Ledger - PI Sponsored Class Detail Grant Ledger - PI Summary

Quick Reference Card – Cost Share

You will need to	Variables for Ad	Hoc Report	•												
enter the Fiscal	Statistical indicator (*)			R	R Real Post				ng						
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This will display	GM project from date GM proje	ect to date Budget C	lass S	Sponsor	ed Class	G/L Account		L	JnReleased Budget	Released Budget	Current Expense	Fiscal YTD	Cumulative PTD	Commitments PTD	Parked Documents
Cumulative	05/01/2015 04/30/20	18 Direct Sala	ary & Bene E	511011	Faculty Salary	0000511011	Faculty-FT R	egular				Expense	\$ 983.55	\$ 0.00	PTD
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category that			E	512071	Nonadmin/RN Staff Sa	0000512071 0000512072	Prof Nonadm Prof Nonadm	-Regular -Nproduc					\$ 84,191.48 \$ 18,231.45	\$ 0.00	
			E	522000	Staff Benefits	Result 0000520720	MFB - Staff						\$ 102,422.93 \$ 7,091.87	\$ 0.00	\$ 0.00
nave posted to			E	522010	Faculty Benefits	0000520100	EHC-Faculty ELI-Faculty						\$ 39.38 \$ 0.46	\$ 0.00	
the grant's cost						0000520300 0000520400	FS-Faculty FICA-Faculty						\$ 0.12 \$ 43.43	\$ 0.00	
share fund, as						0000520500	Retmt-Facult	,					\$ 103.02	\$ 0.00	
well as any						0000520762	ADD-Faculty						\$ 0.10	\$ 0.00	
commitments			E	522071	Nonadmin/RN Staff Be	0000520109	EHC-Prof Nor	Admi					\$ 2,203.20	\$ 0.00	
that have been						0000520209	FICA-Prof No	nAdmi					\$ 7,781.47	\$ 0.00	
that have been						0000520509 0000520771	Retmt-Prof N ADD-Prof No	nAdmi nAdmi					\$ 10,242.40 \$ 17.03	\$ 0.00	
paid to date, but				Result		Result							\$ 20,293.75 \$ 131,061.38	\$ 0.00	\$ 0.00
not yet posted to															
the account as of	Mand CS - Personnal PS1	Mand CS	Personnel	00007	40510 Tr fm CS S	alary				\$ /c/	112 201	\$ (81	196 821		\$ 0.00
the report date.	Maria Co - Personner Hora	5555 Mana 65 - P	craonner	00007	40515 Tr fm CS-Be	enefit				\$ (13	,253.72)	\$ (21,4	462.07)		\$ 0.00
Additionally if	Mand CS Recharge R63	9999 Mand CS Re	charge	Resul 00007	It 40520 Tr fm CS - C	Der Exp				\$ (63 \$ (13	,366.02)	\$ (102,9	958.89) (87.96)		\$ 0.00 \$ 0.00
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Quick Reference Card – Cost Share

To view individual line item charges, you can run the Grant Line Item Detail report in BW.	 Grants Management Grant Ledger- PI Summary exec summary Labor distribution analysis by Grant Grant Budget & Expenditures Grant Budget tem Details Grant expenditures by aw ard characteristics [KPI] Grant Ledger Grant Ledger- PI GL Account Detail Grant Ledger- PI Sponsored Class Detail Grant Ledger- PI Summary Finary Grant and Their Related Grants 							
Enter the Fiscal Period/Year (or leave blank to run wide open), Grant, and cost share fund.	Variables for Ad Hoc Report In Statistical indicator (*) R In Company Code (Required) (*) UK00 In Fiscal Period/Year Image: Statistical Indicator (*) In Fiscal Period/Year Image: Statistical Indicator (*) In Business Area Image: Statistical Indicator (*) Image: Statistical Period/Year Image: Statistical Indicator (*) Image: Statistical Period/Year Image: Statistical Period/Year Image: Statistical Period/Year							
This will display individual line item charges, sorted by Sponsored Class.	Sponsored Class G/L Account FI-SL DocumentType FI document Posting date Prime vendor Payee vendor Payee name Item Text E511011 Faculty Salary 0000511011 Faculty-FT Regular S # 06/16/2017 # # # 1750129581M006 06/23/2017 # # # 1850129581M007 06/23/2017 # # 1850129581M007 06/24/2017 # # # 1850129581M007 06/24/2017 # # 1850129581M007 07/03/2017 # # # 1850129581M007 06/24/2017 # # 1850129581M007 07/03/2017 # # # 1850129581M007 07/06/2017 # # 1850129581M007 07/10/2017 # # # 1850129581M007 07/10/2017 # # 1850129581M007 07/10/2017 # # # 1850129581M007 07/10/2017 # # 1850129581M007 07/10/2017 # # # 1850129581M007 1850129581M007 1850129581M007 07/10/2017 # # # 1850129581M007 1850129581M007 1850129581M007 07/10/2017 #							

Quick Reference Card – Cost Share

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