Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

What are the Summary & Detail Reports by Fund Category dashboards?

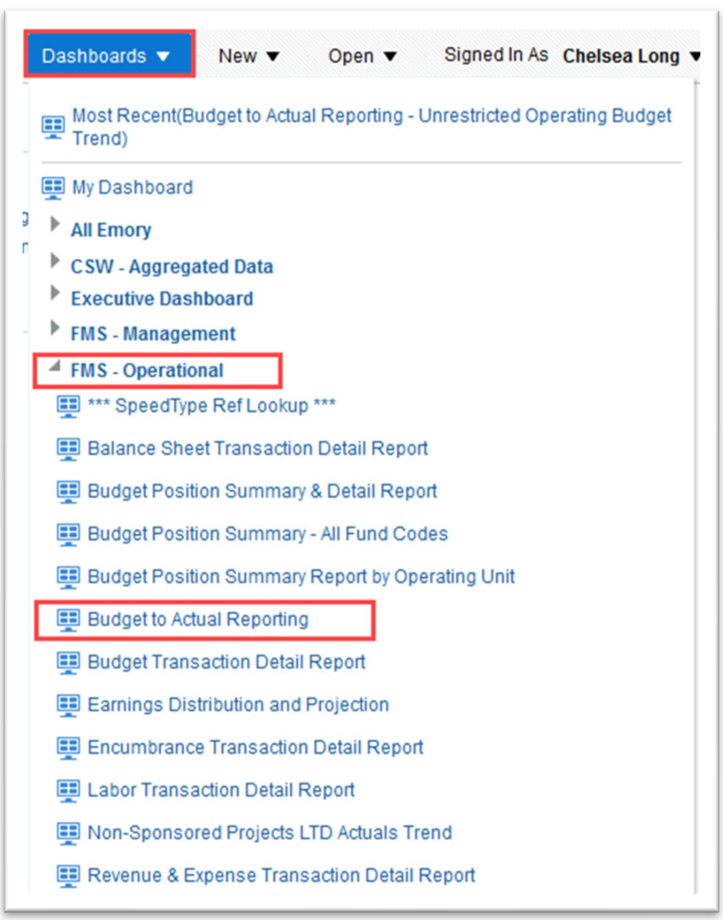
The Summary & Detail Reports compare the loaded Budget to Actuals and shows a summary view of the budget available at the account level, based on your prompt selections. You have the ability to drill-down to transaction level details from the summary view. A list of detailed monthly transactions as of the reporting data prompt selection is also provided below the Summary/Detail section. The report is divided by fund groups into Unrestricted Operating Budget, Non-Sponsored Projects, and Sponsored Projects.

When should I use the Summary & Detail Reports by Fund Category dashboards?

Use this report if you are looking for the available budget of an Operating Unit, Department, Project, Award, etc. when comparing the Budget to Actuals (transactions).

Where do I find this report in EBI?

1. Log in to EBI: https://dwbi.emory.edu/analytics
2. Click on the Dashboards Menu in the upper right corner
3. In the FMS – Operational folder, click the Budget to Actual Reporting link.



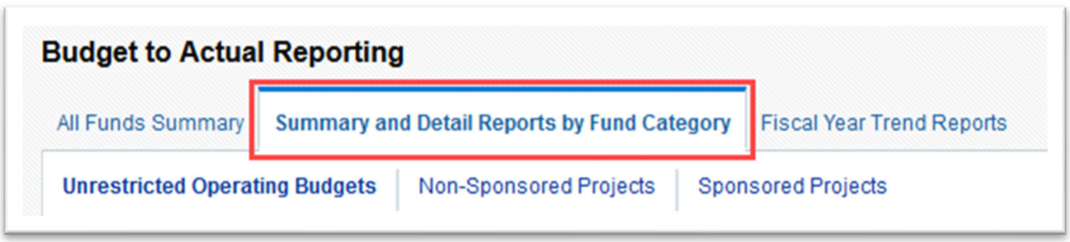
Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

Understanding the Fund Categories

The dashboard is divided into three pages (or tabs) by Fund Group: Unrestricted Operating Budgets, Non-Sponsored Projects, and Sponsored Projects. The default page for the dashboard is the Unrestricted Operating Budgets page.

- The **Unrestricted Operating Budgets** page includes transactions with fund codes beginning with 1XXX.
- The **Non-Sponsored Projects** page includes transactions with fund codes beginning with 2XXX, 3XXX, 4XXX, 6XXX, 7XXX, 8XXX, and 9XXX.
- The **Sponsored Projects** page includes transactions with fund codes beginning with 5XXX.

TIP: Not sure which fund group you need? You can use the Speedtype Reference dashboard and search by Speedtype, Project ID, or other Chartfield to identify the fund code.



Each Summary & Detail Report offers different default views for the data. You can navigate to different views using the View Selector drop-down menu in the results section of each report. Detailed descriptions of the view options will be covered in the following sections.

Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

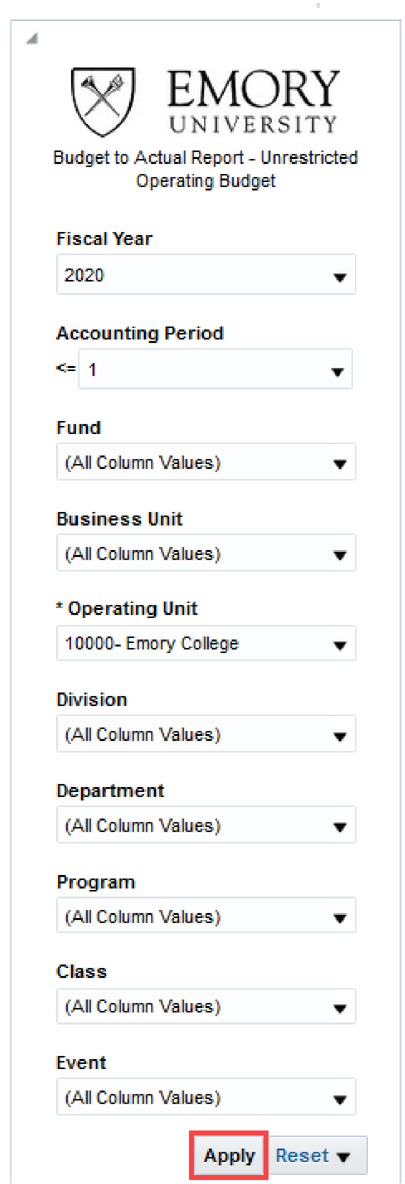
Unrestricted Operating Budgets (UOB)

Selecting Prompts:

1. Select a Fiscal Year and Accounting Period. The report will default to the current Fiscal Year and the last closed Accounting Period.

2. Select an Operating Unit or choose All Column Values.

3. Select other prompts as needed and click Apply.



View Options for UOB

1. **UOB Summary** – this view shows your FYTD Original Budget, FYTD Budget Revisions, a total FYTD Budget, Month to Date (MTD) and Fiscal Year to Date (FYTD) Actuals, LTD Encumbrances, a FYTD Budget Available, and % Used FYTD by Department.

   TIP: While UOB budgets and actuals are held to the fiscal year, Encumbrances roll over across fiscal years. This is why the Encumbrance column is Life to Date (LTD).

   TIP: In this view, the Budget Available column is calculated as: the Budget – FYTD Actual – LTD Encumbrance

Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

UOB FORMAT: UOB Summary

Department	FYTD Original Budget ($)	FYTD Budget Revision ($)	FYTD Budget ($)	MTD Actual ($)	FYTD Actual ($)	LTD Encumbrance ($)	FYTD Budget Available ($) Favorable / (Unfavorable)	% Used FYTD
033030- ADV: Sch of Nursing Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
723000- SOM: Biochem: Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
734000- SOM: Neurosurgery: Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
830000- ECAS: Fund for Excellence	(303,678,580.00)	0.00	(303,678,580.00)	(15,609,528.27)	(293,776,874.78)	0.00	(9,901,705.22)	96.74%
830010- ECAS: Finance Administration	439,037.00	(8,351.00)	430,686.00	36,340.78	304,865.14	38.52	125,782.34	70.79%
830011- ECAS: Recovered Funds	902,123.00	1,017,447.00	1,919,570.00	66,495.97	918,099.31	0.00	1,001,470.69	47.83%
830012- ECAS: Central Allocated Costs	87,129,689.00	0.00	87,129,689.00	7,180,640.19	64,563,552.15	0.00	22,566,136.85	74.10%
830013- ECAS: Moving/Relocation	315,000.00	0.00	315,000.00	0.00	115,678.84	0.00	199,321.16	36.72%
830014- ECAS: Financial Aid	91,890,521.00	0.00	91,890,521.00	2,832,057.38	91,631,982.18	0.00	258,538.82	99.72%
830015- ECAS: Support Services	4,050,210.00	0.00	4,050,210.00	126,163.25	3,082,504.38	0.00	967,705.62	76.11%
830016- ECAS: Position Control	675,967.00	(675,967.00)	0.00	0.00	0.00	0.00	0.00	

Drill on any of the blue hyperlinks to take you to the supporting reports. By **drilling on the column header**, you would get all the data in that column. By **drilling on a specific cell**, you would return data only for that amount. For instance, when you left click on the MTD Actuals header you can load the "Revenue & Expense Transaction Detail Report" (RETDR) or the "Labor Transaction Detail Report" (LTDR) for all values in that column. You can only drill to Labor from the column header. (Note: you will only see Labor data for those Operating Units or Departments to which you have Labor security access).

Drilling on a Column Header

Budget ($)	MTD Actual ($)	FYTD Actual ($)	LTD Encum
25,000.00	14,19		
300,000.00	(224,68		
450,000.00	17,606.56	301,154.60	
160,000.00	4,590.00	284,824.00	
100,000.00	0.00	36,810.00	

Load RETDR

Load LTDR

Drilling on a Specific Cell

Budget ($)	MTD Actual ($)	FYTD Actual ($)	LTD Encumbrance ($)
25,000.00	14,199.57	24,489.57	0.00
300,000.00	(224,685.18)	(29.67)	1,569.00
450,000.00	17,606.56	301,154.60	209.91
160,000.00	4,590.00	284,824.00	0.00
100,000.00	0.00	36,810.00	0.00
1,700.00	881.29	2,814.11	0.00
40,000.00	0.00	17,341.00	0.00
200,000.00	(38,304.86)	27,143.92	125.45
204,000.00	0.0		0.00
1,525,000.00	0.00	989,787.00	0.00
0.00	19.08	19.08	0.00
0.00	0.00	410.15	0.00

Load RETDR

TIP: If you drill on the FYTD Budget column, you can view the "Budget Transaction Detail Report" (BTDR). If you drill on the LTD Encumbrance column, you can view the "Encumbrance Transaction Detail Report" (ETDR).

Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

2. **UOB Detail –** this view shows all of the columns available in the UOB Summary view by Department, plus additional columns for Account Class, Account Group, Account Category, Account, Fund, Program, and Event.

   The UOB Detail view also shows a subtotal by Account Category, Account Group, and Account Class.

UOB FORMAT UOB Detail

Department	Account Class	Account Group	Account Category	Account	Fund	Program	Event	FYTD Original Budget ($)	FYTD Budget Revision ($)	Budget	MTD Actual ($)	FYTD Actual ($)	LTD Encumbrance ($)	FYTD Budget Available ($) Favorable / (Unfavorable)	% Used FYTD
832000- ECAS: Anthropology	**Expenses**	Student Financial Aid	Student Aid	61300- Scholarship Expense	1002	00000	0000	0.00	0.00	0.00	1,100.00	1,100.00	0.00	(1,100.00)	
				61610- Student Aid - Other Exp	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
			Student Aid Total					**0.00**	**0.00**	**0.00**	**1,100.00**	**1,100.00**	**0.00**	**(1,100.00)**	
		Student Financial Aid Total						**0.00**	**0.00**	**0.00**	**1,100.00**	**1,100.00**	**0.00**	**(1,100.00)**	
		General operating expenses	Consulting Services	52105- Prof Fees - Contract Work	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
				52109- Prof Fees - Temp Agency	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
				52115- Prof Fees - Legal Fee	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
				52170- Prof Fees - Instructional	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
				52180- Prof Fees - Honorariums	1002	00000	0000	0.00	0.00	0.00	0.00	1,264.29	0.00	(1,264.29)	
				52190- Prof Fees - Other	1002	00000	0000	0.00	0.00	0.00	200.00	1,300.00	0.00	(1,300.00)	
				52192- Prof Fees - Consulting	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
			Consulting Services Total					**0.00**	**0.00**	**0.00**	**200.00**	**2,564.29**	**0.00**	**(2,564.29)**	
			Computer Services	52720- Audiovisual Services Exp	1002	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

3. **UOB Summary No Encumbrance** – this view is a duplicate of the UOB Summary view, but excludes the Encumbrance column.

   TIP: In this view, the Budget Available column is calculated as: the FYTD Budget – FYTD Actual.

4. **UOB Detail No Encumbrance** – this view is a duplicate of the UOB Detail view, but excludes the Encumbrance column.

   TIP: You may wish to run the No Encumbrance views toward the end of a Fiscal Year.

5. **UOB Detail Export View** – this view displays a table view of the data that can easily be exported to Excel or CSV.

Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

Non-Sponsored Projects (NSP)

Selecting Prompts:

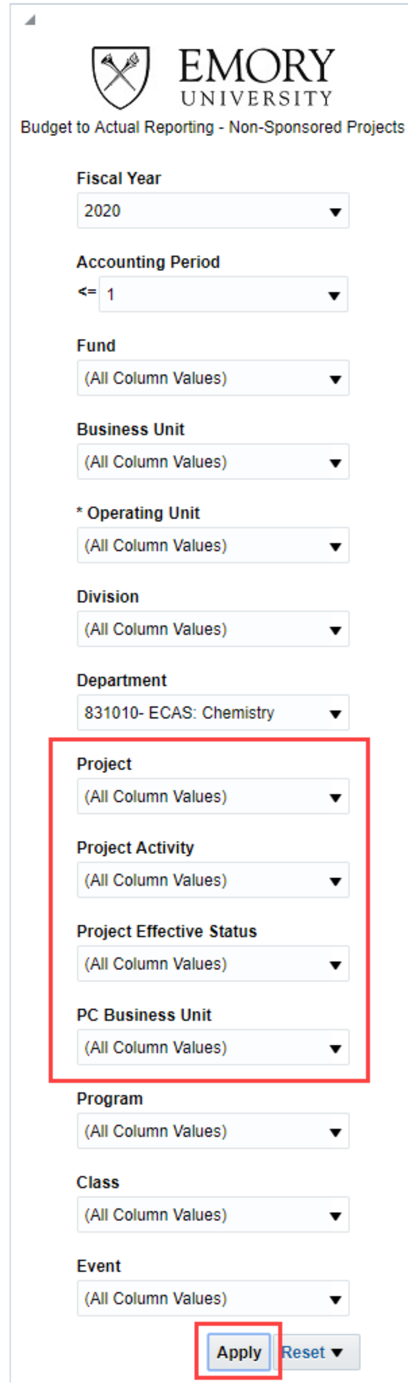
1. Select a Fiscal Year and Accounting Period. The report will default to the current Fiscal Year and the last closed Accounting Period.

2. Select an Operating Unit or choose All Column Values.

3. Select a Department or Division to view all Projects within those areas OR choose All Column Values and prompt on a specific project or projects in the Project prompt.

4. Select other prompts as needed and click Apply.

   NOTE: In addition to the prompts available on the Unrestricted Operating Budgets report, there are four additional prompts available specific to projects.



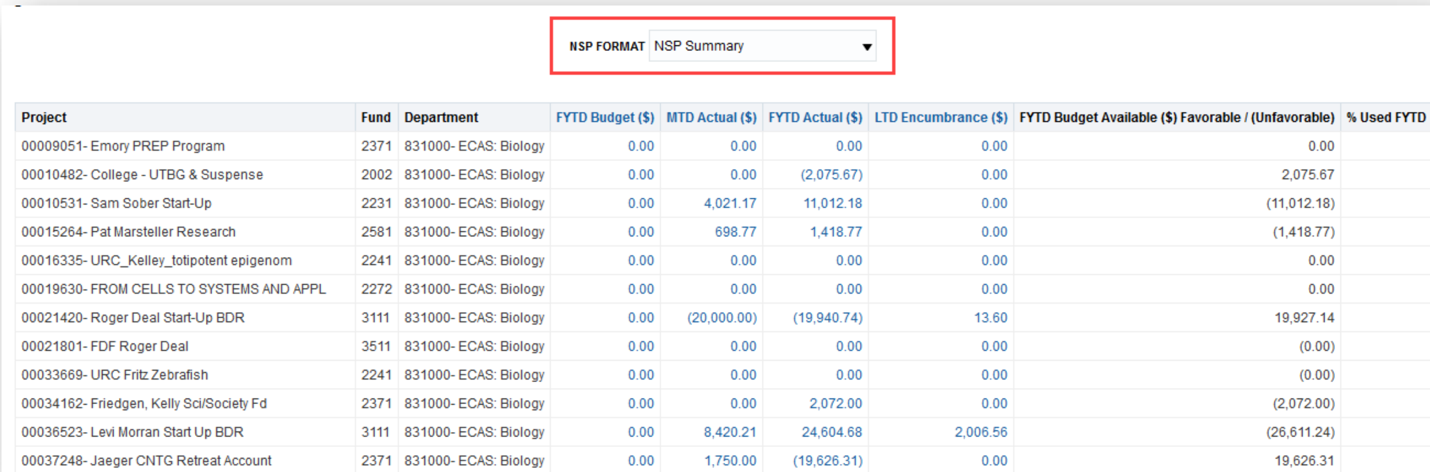
Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

View Options for NSP

1. **NSP Summary –** this view shows your FYTD Budget, Month to Date (MTD) and Fiscal Year to Date (FYTD) Actuals, LTD Encumbrances, a FYTD Budget Available, and % Used FYTD, for each Project by Fund and Department.

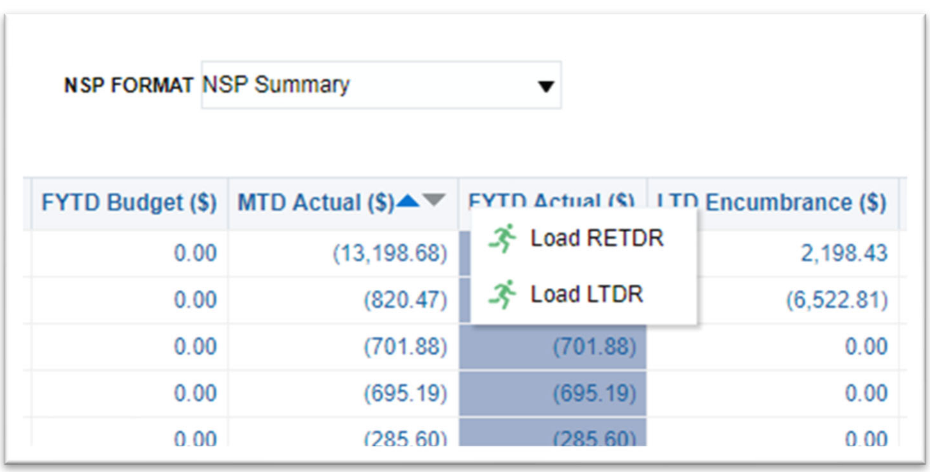
   TIP: While UOB budgets and actuals are held to the fiscal year, Encumbrances roll over across fiscal years. This is why the Encumbrance column is Life to Date (LTD).

   TIP: In this view, the FYTD Budget Available is calculated as: FYTD Budget – FYTD Actual – LTD Encumbrance


NSP FORMAT NSP Summary

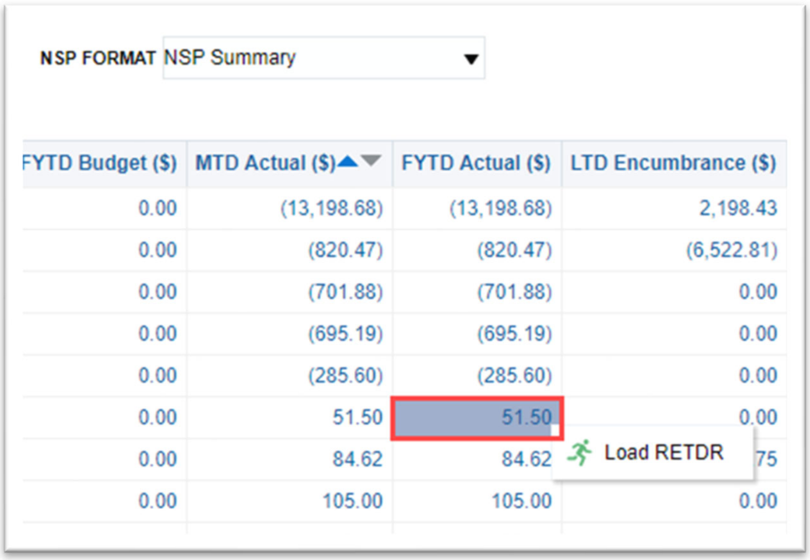
Project	Fund	Department	FYTD Budget ($)	MTD Actual ($)	FYTD Actual ($)	LTD Encumbrance ($)	FYTD Budget Available ($) Favorable / (Unfavorable)	% Used FYTD
00009051- Emory PREP Program	2371	831000- ECAS: Biology	0.00	0.00	0.00	0.00	0.00	
00010482- College - UTBG & Suspense	2002	831000- ECAS: Biology	0.00	0.00	(2,075.67)	0.00	2,075.67	
00010531- Sam Sober Start-Up	2231	831000- ECAS: Biology	0.00	4,021.17	11,012.18	0.00	(11,012.18)	
00015264- Pat Marsteller Research	2581	831000- ECAS: Biology	0.00	698.77	1,418.77	0.00	(1,418.77)	
00016335- URC_Kelley_totipotent epigenom	2241	831000- ECAS: Biology	0.00	0.00	0.00	0.00	0.00	
00019630- FROM CELLS TO SYSTEMS AND APPL	2272	831000- ECAS: Biology	0.00	0.00	0.00	0.00	0.00	
00021420- Roger Deal Start-Up BDR	3111	831000- ECAS: Biology	0.00	(20,000.00)	(19,940.74)	13.60	19,927.14	
00021801- FDF Roger Deal	3511	831000- ECAS: Biology	0.00	0.00	0.00	0.00	(0.00)	
00033669- URC Fritz Zebrafish	2241	831000- ECAS: Biology	0.00	0.00	0.00	0.00	(0.00)	
00034162- Friedgen, Kelly Sci/Society Fd	2371	831000- ECAS: Biology	0.00	0.00	2,072.00	0.00	(2,072.00)	
00036523- Levi Morran Start Up BDR	3111	831000- ECAS: Biology	0.00	8,420.21	24,604.68	2,006.56	(26,611.24)	
00037248- Jaeger CNTG Retreat Account	2371	831000- ECAS: Biology	0.00	1,750.00	(19,626.31)	0.00	19,626.31	

   Drill on any of the blue hyperlinks to take you to the supporting reports. By drilling on the header, you would get all the data in that column. By drilling on a specific cell, you would return data only for that amount. For instance, when you left click on the FYTD Actuals header you can load the "Revenue/Expense Transaction Detail Report" (RETDR) or the "Labor Transaction Detail Report" (LTDR) for all values in that column. You can only drill to Labor from the column header. (**Note**: you will only see Labor data for those Operating Units, Departments, or Projects to which you have Labor security access).



Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

Alternatively, you can drill on a single value in the column to return data for that value (in this case, one Project) only:



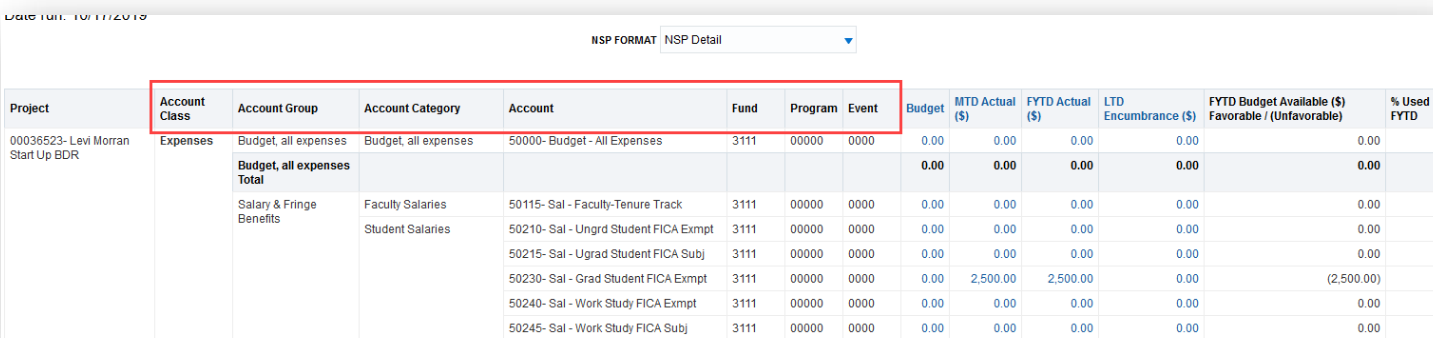
NSP FORMAT NSP Summary

FYTD Budget ($)	MTD Actual ($)	FYTD Actual ($)	LTD Encumbrance ($)
0.00	(13,198.68)	(13,198.68)	2,198.43
0.00	(820.47)	(820.47)	(6,522.81)
0.00	(701.88)	(701.88)	0.00
0.00	(695.19)	(695.19)	0.00
0.00	(285.60)	(285.60)	0.00
0.00	51.50	51.50	0.00
0.00	84.62	84.62	75
0.00	105.00	105.00	0.00

TIP: If you drill on the FYTD Budget column, you can view the "Budget Transaction Detail Report" (BTDR). If you drill on the LTD Encumbrance column, you can view the "Encumbrance Transaction Detail Report" (ETDR).

2. **NSP Detail** - this view shows all of the columns available in the NSP Summary view by Project, plus additional columns for Account Class, Account Group, Account Category, Account, Fund, Program, and Event.

TIP: If you have only prompted on Operating Unit or Department, this view may take some time to load, depending on how many Non-Sponsored Projects are associated with those areas. If this is the case, you may need to narrow down your prompt values to successfully run this report.



NSP FORMAT NSP Detail

Project	Account Class	Account Group	Account Category	Account	Fund	Program	Event	Budget	MTD Actual ($)	FYTD Actual ($)	LTD Encumbrance ($)	FYTD Budget Available ($) Favorable / (Unfavorable)	% Used FYTD
00036523- Levi Morran Start Up BDR	Expenses	Budget, all expenses	Budget, all expenses	50000- Budget - All Expenses	3111	00000	0000	0.00	0.00	0.00	0.00	0.00	
		Budget, all expenses Total						**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
		Salary & Fringe Benefits	Faculty Salaries	50115- Sal - Faculty-Tenure Track	3111	00000	0000	0.00	0.00	0.00	0.00	0.00	
			Student Salaries	50210- Sal - Ungrd Student FICA Exmpt	3111	00000	0000	0.00	0.00	0.00	0.00	0.00	
				50215- Sal - Ugrad Student FICA Subj	3111	00000	0000	0.00	0.00	0.00	0.00	0.00	
				50230- Sal - Grad Student FICA Exmpt	3111	00000	0000	0.00	2,500.00	2,500.00	0.00	(2,500.00)	
				50240- Sal - Work Study FICA Exmpt	3111	00000	0000	0.00	0.00	0.00	0.00	0.00	
				50245- Sal - Work Study FICA Subj	3111	00000	0000	0.00	0.00	0.00	0.00	0.00	

The NSP Detail view also shows a subtotal by Account Category, Account Group, and Account Class.

3. **NSP Summary No Encumbrance** - this view is a duplicate of the NSP Summary view, but excludes the Encumbrance column.

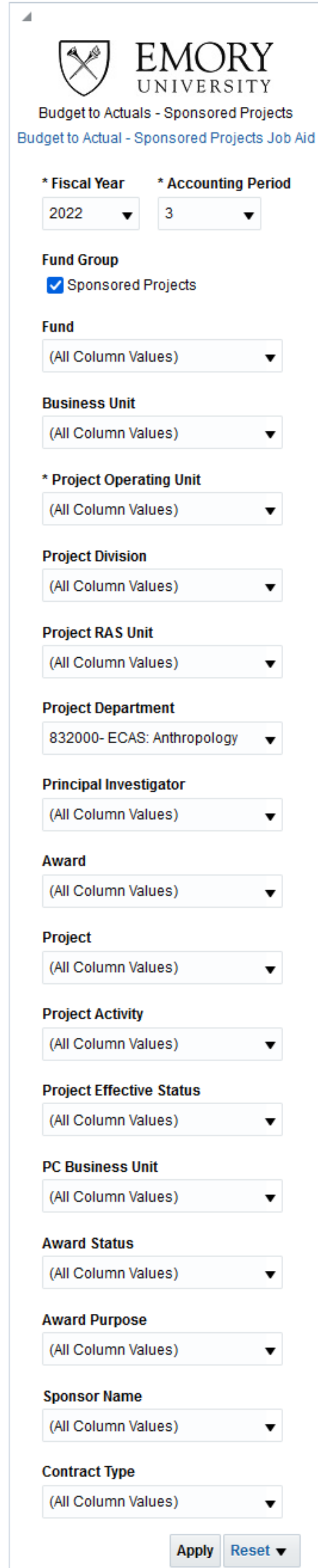
   TIP: In this view, the FYTD Budget Available column is calculated as: FYTD Budget - FYTD Actual

4. **NSP Detail No Encumbrance** - this view is a duplicate of the NSP Detail view, but excludes the Encumbrance column.

   TIP: You may wish to run the No Encumbrance views toward the end of a Project.

Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

Sponsored Projects (SPP)



Selecting Prompts:

1. Select a Fiscal Year and Accounting Period. The report will default to the current Fiscal Year and the last closed Accounting Period.

   TIP: Unlike Unrestricted Operating Budgets and Non-Sponsored Projects, Sponsored Project balances are not held to Emory University's Fiscal Year. The report will show balances for the life of the award or project prompted.

2. The Fund Group is restricted to Sponsored Projects. You cannot change this prompt.

   TIP: You can select a specific fund code from the Sponsored Projects Fund Group in the Fund prompt, if needed. Any grant awarded after November 2016 will have fund code 5700. Grants awarded prior to November 2016 will have various Sponsored fund codes.

3. Select the Project Operating Unit or choose All Column Values.

4. Select a Project Department, Project Division, Project RAS Unit or Award to view all Projects within those areas.

   TIP: See page 11 for tips on using the Project Operating Unit, Project Department, Project Division, and Project RAS Unit prompts.

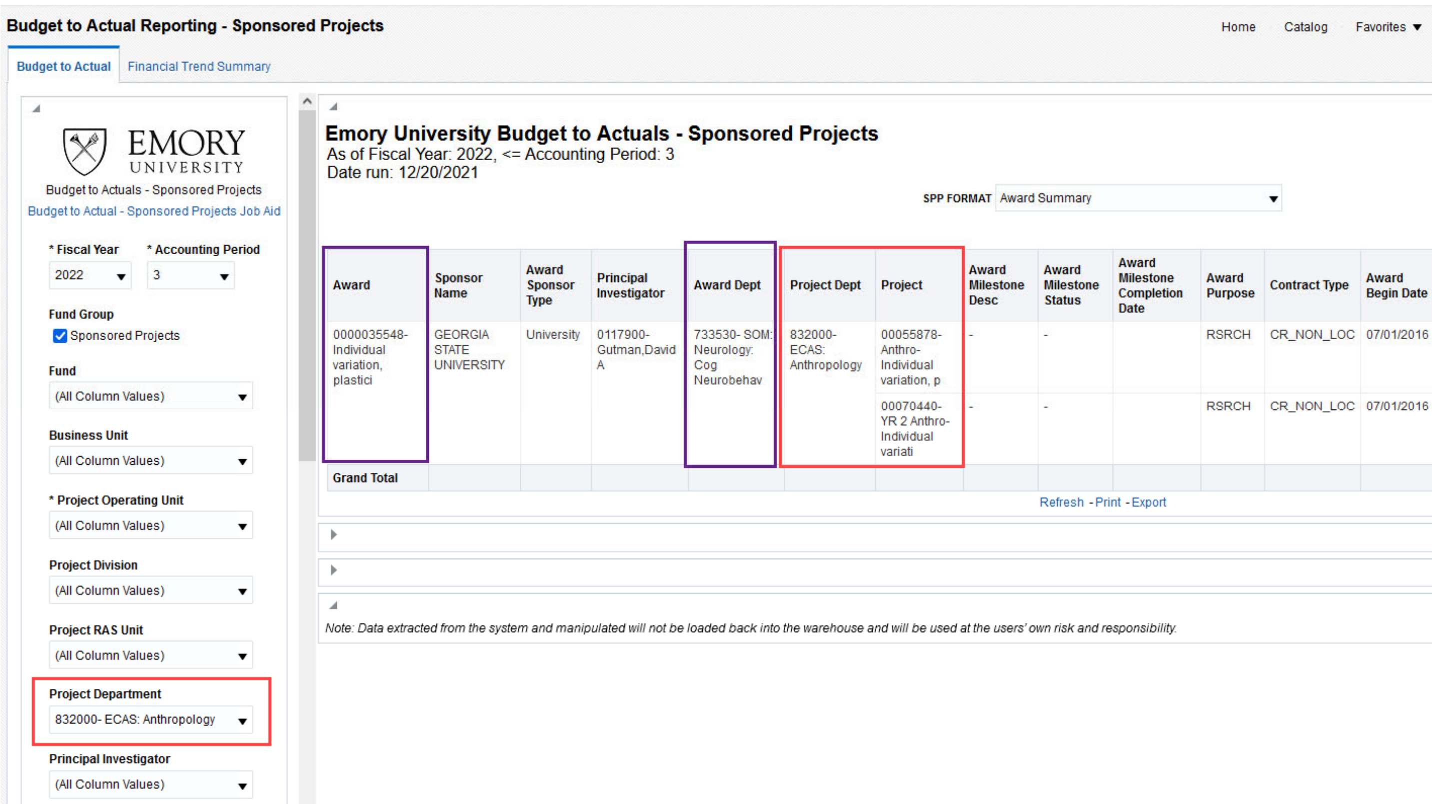
5. Select other prompts as needed and click Apply.

   NOTE: In addition to the prompts available on the Non-Sponsored Projects report, there are six additional prompts available specific to sponsored research.

Dashboard: Budget to Actual Reporting - Summary & Detail Reports by Fund Category

What does it mean to prompt on Project Operating Unit, Project Division, Project RAS Unit, or Project Department?

A Sponsored Project may be set up with different Chartfields than the Award that it is associated with. For example, an Award may be assigned Award Department 733530, but there may be Projects associated with this award that roll up under department 832000. This is seen in the below customized layout when selecting Project Department 832000 in the prompt.



Budget to Actual Reporting - Sponsored Projects

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Budget to Actual | Financial Trend Summary

EMORY UNIVERSITY

Budget to Actuals - Sponsored Projects

Budget to Actual - Sponsored Projects Job Aid

* Fiscal Year: 2022

* Accounting Period: 3

Fund Group: Sponsored Projects

Fund: (All Column Values)

Business Unit: (All Column Values)

* Project Operating Unit: (All Column Values)

Project Division: (All Column Values)

Project RAS Unit: (All Column Values)

Project Department: 832000- ECAS: Anthropology

Principal Investigator: (All Column Values)

Emory University Budget to Actuals - Sponsored Projects

As of Fiscal Year: 2022, <= Accounting Period: 3

Date run: 12/20/2021

SPP FORMAT: Award Summary

Award	Sponsor Name	Award Sponsor Type	Principal Investigator	Award Dept	Project Dept	Project	Award Milestone Desc	Award Milestone Status	Award Milestone Completion Date	Award Purpose	Contract Type	Award Begin Date
0000035548-Individual variation, plastici	GEORGIA STATE UNIVERSITY	University	0117900-Gutman,David A	733530- SOM: Neurology: Cog Neurobehav	832000-ECAS: Anthropology	00055878-Anthro-Individual variation, p	-	-		RSRCH	CR_NON_LOC	07/01/2016
						00070440-YR 2 Anthro-Individual variati	-	-		RSRCH	CR_NON_LOC	07/01/2016
Grand Total												

Refresh - Print - Export

Note: Data extracted from the system and manipulated will not be loaded back into the warehouse and will be used at the users' own risk and responsibility.

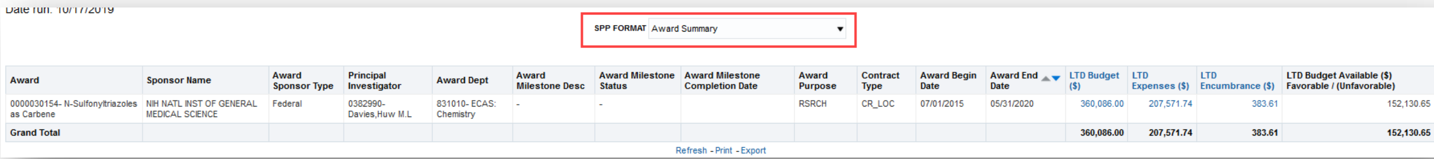
When a Prompt option is labeled as Project Division, Project Department, etc., it will filter the results based on that attribute as it relates to the Project Chartfields, as transactions are applied at the Project level.

Dashboard: Budget to Actual Reporting - Summary & Detail Reports by Fund Category

<u>View Options for SPP:</u>

1. **Award Summary** - this view shows your Life to Date (LTD) Budget, LTD Expenses, LTD Encumbrances and the LTD Budget Available by Award.

   TIP: In this view, the LTD Budget Available is calculated as the Award LTD Budget - Award LTD Expenses - Award LTD Encumbrance



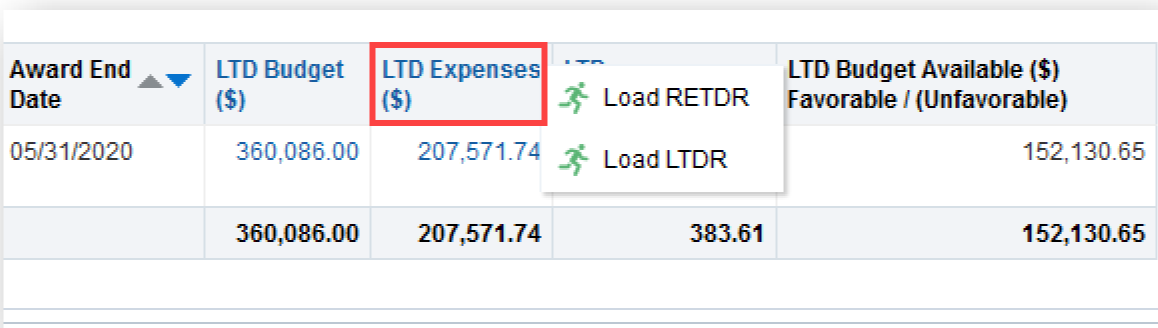
Date run: 10/17/2019

SPP FORMAT: Award Summary

Award	Sponsor Name	Award Sponsor Type	Principal Investigator	Award Dept	Award Milestone Desc	Award Milestone Status	Award Milestone Completion Date	Award Purpose	Contract Type	Award Begin Date	Award End Date	LTD Budget ($)	LTD Expenses ($)	LTD Encumbrance ($)	LTD Budget Available ($) Favorable / (Unfavorable)
0000030154- N-Sulfonyltriazoles as Carbene	NIH NATL INST OF GENERAL MEDICAL SCIENCE	Federal	0382990- Davies,Huw M.L	831010- ECAS: Chemistry	-	-		RSRCH	CR_LOC	07/01/2015	05/31/2020	360,086.00	207,571.74	383.61	152,130.65
Grand Total												**360,086.00**	**207,571.74**	**383.61**	**152,130.65**

Refresh - Print - Export

Drill on any of the blue hyperlinks to take you to the supporting reports. By drilling on the header, you would get all the data in that column. By drilling on a particular cell, you would return data only for that amount. For instance, when you left click on the LTD Expenses header you can load the "Revenue/Expense Transaction Detail Report" (RETDR) or the "Labor Transaction Detail Report" (LTDR) for all values in that column. You can only drill to Labor from the column header. (**Note**: you will only see Labor data for those Operating Units, Departments, or Projects to which you have Labor security access).



Award End Date	LTD Budget ($)	LTD Expenses ($)		LTD Budget Available ($) Favorable / (Unfavorable)
05/31/2020	360,086.00	207,571.74		152,130.65
	360,086.00	**207,571.74**	**383.61**	**152,130.65**

Dashboard: Budget to Actual Reporting – Summary & Detail Reports by Fund Category

Alternatively, you can drill on a single value in the column to return data for that value (in this case, one Award) only:

Award Begin Date	Award End Date	LTD Budget ($)	LTD Expenses ($)	LTD Encumbrance ($)	LTD Budget Available ($) Favorable / (Unfavorable)
07/01/2015	05/31/2020	360,086.00	207,571.74	383.61	152,130.65
		360,086.00	207,571.74	383.61	152,130.65

Load RETDR

TIP: If you drill on the LTD Budget column, you can view the "Budget Transaction Detail Report" (BTDR). If you drill on the LTD Encumbrance column, you can view the "Encumbrance Transaction Detail Report" (ETDR).

2. **Sponsored Project Summary -** this view shows similar columns as the Award Summary view, but includes columns specific to the Project, such as Project Period, Project Activity, Activity Begin and End Dates. This view also includes columns for F&A Rate, Project Type, and a flag for Award Primary Project, with subtotals at the Award level.

SPP FORMAT Sponsored Project Summary

Award	Principal Investigator	Award End Date	Project	Project Period	Project Activity	Activity Begin Date	Activity End Date	F&A Rate	Project Type	Award Primary Project Flag	Fund	Department	LTD Budget	LTD Expenses	LTD Encumbrance	LTD Available Balance
0000030154- N-Sulfonyltriazoles as Carbene	0382990- Davies,Huw M.L	05/31/2020	00045857- N-Sulfonyltriazoles as Carbene	01-JUL-15 - 31-MAY-20	-	01/01/1753	12/31/9999	56.00	Federal	Y	5200	831010- ECAS: Chemistry	0.00	69,054.58	0.00	(69,054.58)
					GRANT	07/01/2015	05/31/2020	56.00	Federal	Y	5200	831010- ECAS: Chemistry	360,086.00	138,517.16	383.61	221,185.23
0000030154- N-Sulfonyltriazoles as Carbene Total													**360,086.00**	**207,571.74**	**383.61**	**152,130.65**
Grand Total													**360,086.00**	**207,571.74**	**383.61**	**152,130.65**

3. **Sponsored Project Detail** - this view provides additional transaction details for a sponsored project, with subtotals at the Direct and Indirect cost level and by Account Group. This view also includes columns for Month to Date (MTD) Expenses and Fiscal Year to Date (FYTD) Expenses and the % Used LTD column.

   TIP: If you have only prompted on Operating Unit or Department, this view may take some time to load, depending on how many Sponsored Projects are associated with those areas. If this is the case, you may need to narrow down your prompt values to successfully run this report.

SPP FORMAT Sponsored Project Detail

Project	Project Period	Direct / Indirect	Account Group	Account	Fund	Program	Event	LTD Budget ($)	MTD Expenses ($)	FYTD Expenses ($)	LTD Expenses ($)	LTD Encumbrance ($)	LTD Budget Available ($) Favorable / (Unfavorable)	% Used LTD
00045857- N-Sulfonyltriazoles as Carbene	01-JUL-15 - 31-MAY-20	Direct Costs	Salary Expense	50050- BDG-Salary Expense	5200	00000	0000	131,625.00	0.00	0.00	0.00	0.00	131,625.00	
				50110- Sal - Faculty-Tenured	5200	00000	0000	0.00	0.00	0.00	13,577.78	0.00	(13,577.78)	
				50230- Sal - Grad Student FICA Exmpt	5200	00000	0000	0.00	(2,166.67)	19,500.03	27,833.35	0.00	(27,833.35)	
				50240- Sal - Work Study FICA Exmpt	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
				50350- Sal - Post-Doctoral	5200	00000	0000	0.00	4,073.50	26,077.00	37,496.00	0.00	(37,496.00)	
				50375- Sal - ETS Temp Employees	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
			Salary Expense Total					**131,625.00**	**1,906.83**	**45,577.03**	**78,907.13**	**0.00**	**52,717.87**	**59.95%**
			Fringe	51900- BDG-Fringe Benefits	5200	00000	0000	13,561.00	0.00	0.00	0.00	0.00	13,561.00	
				51914- Benefits - Fringe Pool Exp	5200	00000	0000	0.00	973.56	6,232.37	12,381.58	0.00	(12,381.58)	
			Fringe Total					**13,561.00**	**973.56**	**6,232.37**	**12,381.58**	**0.00**	**1,179.42**	**91.30%**
			Consulting Services	52109- Prof Fees - Temp Agency	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
				52170- Prof Fees - Instructional	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
			Consulting Services Total					**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
			Supplies	53000- BDG-Supplies	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
				53100- Supplies - Instructional Exp	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
				53210- Supplies - Computer Exp	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
				53300- Supplies - Lab/Technical	5200	00000	0000	0.00	2,225.25	14,518.98	28,866.22	383.61	(29,249.83)	
				53800- Supplies - Noncap Equipment	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
				53810- Supplies - Software	5200	00000	0000	0.00	0.00	0.00	0.00	0.00	0.00	
			Supplies Total					**0.00**	**2,225.25**	**14,518.98**	**28,866.22**	**383.61**	**(29,249.83)**	

4. **Award Summary -** this view is a duplicate of the Award Summary view, but excludes the Encumbrance column.

   TIP: In this view, the LTD Budget Available column is calculated as: Award LTD Budget - Award LTD Expenses

5. **Sponsored Project Summary No Encumbrance** - this view is a duplicate of the Sponsored Project Summary view, but excludes the Encumbrance column.

   TIP: In this view, the LTD Budget Available column is calculated as: Project LTD Budget - Project LTD Expenses

6. **Sponsored Project Detail No Encumbrance** - this view is a duplicate of the Sponsored Project Detail view, but excludes the Encumbrance column.

More Information:

For additional assistance, please contact the Analytics & Reporting team via the [Finance Support Center](). Choose **Emory Business Intelligence (EBI)/Reporting** as your ticket category.