

GM 13.9 Adding a Project to an Existing Contract

1) Adding a project in your existing contract

Navigation:

Customer Contracts>Create and Amend>General Information

Enter your **Business Unit** and your **Contract** number

Click Search

Contract: UND0004037 Amendment: 0000000000

Business Unit: UND01 University of North Dakota Contract Status: ACTIVE

Sold To: STAT_00800 Contract Type: CRB_NONLOC

Customer: ND Boards and Commissions Currency Code: USD

Contract Lines

General Neg Amt Summary Customer Info Accounting Distribution Billing Rev Rec **Projects** Renewals

Line	Offering ID	Price Type	PC Business Unit	Projects
1	GRANT	Rate	UND01	Projects

Save Return to Search Notify Add

Click on **Contract Lines** Tab

Click on **Projects** Sub-Tab

Click on **Projects** Hyperlink

Related Projects Contract Amendments

Contract: UND0004037 Amendment: 0000000000

Business Unit: UND01 University of North Dakota Contract Status: ACTIVE

Sold To: STAT_00800 Contract Type: CRB_NONLOC

Customer: ND Boards and Commissions Currency Code: USD

Line: 1

Offering: GRANT Grant Price Type: Rate

PC Business Unit: Discount ID: Retainage ID: Limit Amount: 75,216.00 Limit

Associated Rates

Effective Date	Status	Rate Template Option	Rate Template ID	View Rates
1 12/28/2004	Active	Use Rate Template	GRANT	View Rates

Create Project Associated Projects & Activities

Project	Description	Activity ID	Description
<input type="radio"/> UND0004037	FACULTY START-UP LIU	<input type="text" value="1"/>	FACULTY START-UP LIU

Create Activity All Activities

Services Link Return to C

Under **Related Projects** Tab

Click on **Create Project** Button, you should get the screen below

Enter your **Business Unit**

Your Project number will be **Next**; PeopleSoft will assign the next available number to your project

Click **ADD**

In the **Project General** Page,

Enter your Project title in the **Description** Field

Enter your Business Unit in the **Integration** Field

Enter your **Project Type**

Click **OK**, It should take you back to your Related Project page

Related Projects Contract Amendments

Contract: UND0004037 **Amendment:** 0000000000

Business Unit: UND01 University of North Dakota **Contract Status:** ACTIVE

Sold To Customer: STAT_00800 **Contract Type:** CRB_NONLOC

ND Boards and Commissions **Currency Code:** USD

Line: 1

Offering: GRANT Grant **Price Type**

PC Business Unit: **Discount ID:** **Retainage ID:** **Limit Amount:** 75,216.00

Associated Rates Find

Effective Date	Status	Rate Template Option	Rate Template ID	View Ra
1 12/28/2004	Active	Use Rate Template	GRANT	View Ra

Create Project **Associated Projects & Activities**

'Project	Description	'Activity ID	Description
<input type="radio"/> UND0000031	New Project	1	New Project
<input checked="" type="radio"/> UND0004037	FACULTY START-UP LIU	1	FACULTY START

Create Activity All Activities

[Services Link](#)

At the bottom of the page you should see your new project
 Select the Radio button next to your project
 Click **Create Activity**

Project Activities

Unit: UND01 **Project:** UND0000031 **Description:** New Project

Project Activities Customize | Find | View All | First 1 of 1 Last

'Activity ID	'Description	Activity Type	Activity Manager	Name	Activity Status	% Complete	Project Resources	Assets	Activity Details
1	New Project				...	0.00	Resources	Assets	Details

OK Cancel Apply Refresh

In your Project Activities page
 Enter **1** as your **Activity Id** Field. (Instead of Next)
 Enter your Project Title in your **Description**.
 Click **OK**, It should take you back to your **Related Projects** Page
 On your **Related Projects** page
 Click **Save**.
 Click on **Return to Contract Entry** Hyperlink at the bottom right of the page.
 Then Click on **Return to Award Profile** at the bottom right of the page.

2) Add your Project Funding to your Project.

Navigation:

Grants>Award>Awards Profile

Click on the **Funding** Tab

Enter the **Begin** and **End** date and **Funded** Amount of your Project

Click **Save**.

Note: If the money that you are adding to your project is being subtracted from a project within the same contract and that's not going to affect your contract Limit. Subtract the necessary amount from the other projects and Skip **Step 3 and 4** below.

3) Add the additional project money to your award.

Grants>Award>Awards Profile

Click on **Award Modification** Hyperlink

Click on the **+** sign to the right of the comments box.

Reference Award Number & Period will automatically populate.

Issue Date - Enter the date you entered the additional project.

Begin Date - Enter the same date as issue date (make sure that the previous line end date is the day before)

End Date - Date is the same as the end date of the original award

Amount – Enter the new project amount

Short Desc – Enter New Project

Click **OK**
 Click **Save**

4) **Update your Contract Limit**

The next step is to update the contract limit to reflect the sum of the Funds added to the contract.

From the Award page, click the **Profile** tab and then click the [View Contract](#) hyperlink. Navigate to the Contract Project page by clicking the **Contract Lines** tab, the **Projects** sub tab and then the [Projects](#) hyperlink. You will end up on the project page for the contract.

Click the icon to process an amendment.

Related Projects		Contract Amendments		
Contract:	UND0004560	Amendment:	0000000000	
Business Unit:	UND01 University of North Dakota	Contract Status:	ACTIVE	
Sold To Customer:	FED_100050 Coop. State Research Education & Ext.	Contract Type:	CRB_LOC	
		Currency Code:	USD	
Line:	1			
Offering:	GRANT Grant	Price Type:	Rate	
PC Business Unit:	UND01	Discount ID:		
		Retainage ID:		
		Limit Amount:	108,784.00	
		<input type="checkbox"/>	Limit Override	
Associated Rates				
	Find	First	1 of 1	Last
Effective Date	Status	Rate Template Option	Rate Template ID	View Rates
1 11/02/2004	Active	Use Rate Template	GRANT	View Rates
				+ -

Under **Related Projects** Tab

Related Projects **Contract Amendments**

Contract: UND0004560 Pending Amendment: 0000000001 12/27/2004

Business Unit: UND01 University of North Dakota Contract Status: ACTIVE **Processing Status**
Active

Sold To: FED_100050 Contract Type: CRB_LOC
Customer: Coop. State Research Education & Ext. Currency Code: USD

Line: 1
Offering: GRANT Grant Price Type: Rate

PC Business Unit: Discount ID: Retainage ID: Limit Amount: Limit Override

Associated Rates Find First 1 of 1 Last

Effective Date	Status	Rate Template Option	Rate Template ID	View Rates
1 11/02/2004	Active	Use Rate Template	GRANT	View Rates + -

Create Project **Associated Projects & Activities** First 1-6 of 6 Last

Create Activity

Project	Description	Activity ID	Description
<input type="radio"/> UND0004560	USDA-RRWMC-YR8-BASINWIDE ACTIV	1	USDA-RRWMC-YR8-BASINWIDE ACTIV + -
<input type="radio"/> UND0004563	USDA-RRWMC-Y8-ANAEROBIC DIGEST	1	USDA-RRWMC-Y8-ANAEROBIC DIGEST + -

All Activities

Note that amendment 1 is now available for editing. The **Limit Amount** is open for editing. Update the Limit Amount with the sum of all projects on this contract. This amount should equal the same amount you entered in the **Award Modification Amount** field. **DO NOT PUT THE DOLLAR SIGN (\$) IN THIS FIELD. IT WILL CAUSE AN ERROR.** Click the SAVE button on the bottom of the page.

Navigate to the **Contract Amendments** tab.

Related Projects **Contract Amendments**

Contract: UND0004560 Pending Amendment: 0000000001 12/27/2004

Business Unit: UND01 University of North Dakota Contract Status: ACTIVE **Processing Status**
Active

Sold To: FED_100050 Contract Type: CRB_LOC
Customer: Coop. State Research Education & Ext. Currency Code: USD

Amendments Customize Find First 1-2 of 2 Last

General **Statistics** Amended Amounts Misc.

Amendment	Amendment Type	Reason	Process Date	Amendment Status	Detail	Amendment Amount Allocation	Notes
0000000001	Contract Activation	Grant	12/27/2004	Pending	Detail	Amendment Amount Allocation	Notes
0000000000	Contract Activation		11/03/2004	Complete	Detail		Notes

[Return to Contract Entry](#)

Select the appropriate Amendment Type and Reason from the pull down arrows. Click the [Detail](#) link by the current amendment you are processing to open the amendment up for finalization.

Amendment Detail

Contract: UND0004560 Amendment Number: 0000000001

Amendment Type: Negotiated Amount: 'Amend Status:

Amendment Reason: Cancelled Neg. Amount: **Net Change**

'Process Date: Discount Change: 0.00

Allocation is complete Cancelled Neg. Disc Amt: Dfr Rev Acct Dt:

Reference ID: User Ref #1: User Ref #2:

Amendment Components [Customize](#) | [Find](#) | [View All](#) | First 1 of 1 Last

General **Statistics**

Component	Amend Ref #1	Label Fieldname	Edit Type	Old Value	New Value
1 Related Projects/Rates	Line 1	Limit Amount	Update	108784	403681

[Amendment Amount Allocation](#) [Notes](#) [Return to Related Projects / Rates](#)

Change the Amend Status to Ready.

Amendment Detail

Contract: UND0004560 Amendment Number: 0000000001

Amendment Type: Contract Activation Negotiated Amount: 0.00 'Amend Status:

Amendment Reason: Grant Cancelled Neg. Amount: **Net Change**

Process Date: 12/27/2004 Discount Change: 0.00

Allocation is complete Cancelled Neg. Disc Amt: Dfr Rev Acct Dt:

Reference ID: User Ref #1: User Ref #2:

Amendment Components [Customize](#) | [Find](#) | [View All](#) | First 1 of 1 Last

General **Statistics**

Component	Amend Ref #1	Label Fieldname	Edit Type	Old Value	New Value
1 Related Projects/Rates	Line 1	Limit Amount	Update	108784	403681

[Amendment Amount Allocation](#) [Notes](#) [Return to Related Projects / Rates](#)

Once you change the **Amend Status** to Ready the Process Amendment button appears directly above the **Amend Status** field. The current Amendment is ready to be processed.

Click the button.

Amendment Detail

Contract: UND0004560 Amendment Number: 0000000001 Amend Comp. Dt.: 12/28/2004 8:49AM

Amendment Type: Contract Activation Negotiated Amount: 0.00 Amend Status: Complete

Amendment Reason: Grant Cancelled Neg. Amount: Net Change
0.00

Process Date: 12/27/2004 Discount Change: 0.00

Allocation is complete Cancelled Neg. Disc Amt: Dfr Rev Acct Dt: 12/27/2004

Reference ID: User Ref #1: User Ref #2:

Amendment Components Customize | Find | View All | First 1 of 1 Last

General Statistics

Component	Amend Ref #1	Label Fieldname	Edit Type	Old Value	New Value
1 Related Projects/Rates	Line 1	Limit Amount	Update	108784	403681

[Notes](#) [Return to Related Projects / Rates](#)

Save Return to Search Notify Add Update/Display

The **Amend Status** will change to Complete. The **New Value** under the **Amendment Components** will show the new limit amount for this contract and the field is no longer editable. Click the **Save** button on the bottom of the screen.

Click the [Return to Related Projects / Rates](#) hyperlink. Click the **Related Projects** tab at the top of the page. Note the **Limit Amount** field has been updated and the field can no longer be edited.

Related Projects **Contract Amendments**

Contract: UND0004560 Amendment: 0000000001

Business Unit: UND01 University of North Dakota Contract Status: ACTIVE Processing Status
Active

Sold To Customer: FED_100050 Customer: Coop. State Research Education & Ext. Contract Type: CRB_LOC Currency Code: USD

Line: 1 Offering: GRANT Grant Price Type: Rate

PC Business Unit: UND01 Discount ID: Retainage ID: Limit Amount: 403,681.00 Limit Override

Associated Rates Find First 1 of 1 Last

Effective Date	Status	Rate Template Option	Rate Template ID	View Rates
1 11/02/2004	Active	Use Rate Template	GRANT	View Rates

Create Project **Associated Projects & Activities** First 1-6 of 6 Last

Project	Description	Activity ID	Description	
<input type="radio"/> <input type="text"/> UND0004560	Project Description	<input type="text"/> 1	Activity ID Description	
<input type="radio"/> <input type="text"/> UND0004563	Project Description	<input type="text"/> 1	Activity ID Description	
<input type="radio"/> <input type="text"/> UND0004564	Project Description	<input type="text"/> 1	Activity ID Description	

Save this page.

5) Enter your Project Attributes

Grants>Awards>Project

Enter your **Business Unit** and your New Project number

Click **Search**

Under **Project General Tab**

Project General | Project Department | Definition | Manager | Location | Phases | Approval

Business Unit: University of North Dakota

'Project':

'Description':

'Integration': University of North Dakota

'Project Type': FEDERAL REVENUE

'Status':

Description | Find | View All | First | 1 of 1 | Last

Date/Time Stamp:

User ID: aelbacha

Description:

Long Description:

[My Projects](#)
[Project Summary](#)
[Project Team](#)
[Project Activities](#)

Make sure that your **Description**, **Integration**, and your **Project Type** fields are completed.

Click on **Project Department Tab**

[Project General](#) | [Project Department](#) | [Definition](#) | [Manager](#) | [Location](#) | [Phases](#) | [Approval](#)

Unit: UND01 Project: UND0000034 New Project

Institution ID: University of North Dakota

Subdivision: EERC

Department: EERC

Contact ID: **Contact Details:**

Department Info			
Department	Subdivision	Description	Percentage Pledged
<input type="text" value="1060"/>		Budget Office	<input type="text" value="100.00"/> + -

Enter your **Institution ID**

Enter your **Subdivision** and **Department ID**. Note that your subdivision is the same as your department.

In the Bottom of the page, enter your Department Info.

Note that this field will always equal:

Budget Office (1060) 100%, if BU = UND01

Business Office (3000) 100%, if BU = MISU1

Sponsored Prog Admin (4050) 58% & General & Admin (3010) 42%, if BU = NDSU1

Click on the **Definition** Tab

Project General | Project Department | **Definition** | Manager | Location | Phases

Unit: UND01 Project: UND0000034 Description: New Project

System Fields

'FS_08 SetID:

Sys Source:

Tolerance Percent:

Project Currency

Currency Code:

Rate Type:

Currency Eff. Date Default:

Options

Budget Analysis Group:

Cost Analysis Group:

Allow activities on this node

Standard Activities

Can be used as Template

Allow Interest Calculation

Project Assignments

Default Activity:

WBS Tree Name:

Grants

Grants Project:

Project Primary Flag

Projects Utilities

Enforce Team

Do not Enforce

Project team only

Project and Activity Team

Products

In the bottom of the page under Grants Project, Select **GM Object**

Click on the **Manager** Tab

Project General | Project Department | Definition | **Manager** | Location | Phases

Unit: UND01 Project: UND0000034 Description: New Project

Project Manager Find | View All First 1 of 1 Last

'Effective Date:

'Project Manager: Mahar, Scott A

'Project Role:

Start Date:

End Date:

Enter the **Effective Date**

Enter your Project PI or CO-PI in the **Project Manager** Field

Enter his Role in the **Project Role** Field

Under the **Location** Tab

Project General		Project Department		Definition		Manager		Location		Phases		
Unit:	UND01	Project:	UND0000034	Description: New Project								
Location										Find View All		
										First ◀ 1 of 1 ▶ Last		
Effective Date:	<input type="text" value="01/01/1901"/>	Sequence:		<input type="text" value="1"/>						<input type="button" value="+"/> <input type="button" value="-"/>		
Location Code:	<input type="text" value="GM_BILL"/>	Grants Billing										
Country:	United States											
Address 1:	Grants and Contracts Administration											
Address 2:	PO Box 7306											
Address 3:												
City:	GRAND FORKS											
County:									Postal:	58202-7306		
State:	ND	North Dakota										

Enter your **Effective Date** and your **Location Code**

Click **Save**

6) Enter your Project F&A

Navigation

Grants>Awards>Project Activity

Enter your **Business Unit** and your **Project** number

Click **Search**

Click on **FA Rates** Tab

Enter your appropriate **F&A Rate** in the top of the page
 Enter your Appropriate **FA Base**
 Make sure that the Effective Dates for your funded period are correct in the bottom right of the page.
 Click Save.

7) Project Budget

1. From the menu, select **Grants → Awards → Project Budget**
 Enter the Business Unit, Project ID, and other information you have to open the Project Budget Page. Click the Search button.

Project Budget

Enter any information you have and click Search. Leave fields blank for

Find an Existing Value

Business Unit: =

Project: begins with

Effective Sequence: =

[Basic Search](#)

Project Funding

Unit: UND01 **Project:** UND0000053 Gravelly Training for System **Status:**

'Analysis Group 'Type **'Date** **Status** **Sequence** **Amount**

GBUD BUD 12/05/2004 Active 1 73,090.000 USD

Detail Fund Distribution at Resource Level

Resource Detail [General Ledger Detail](#) [Commitment Control Detail](#) [Grants Detail](#)

Activity ID	Budget Category	Resource Type	Resource Category	Resource SubCategory	Resource Quantity	UOM	Amount	Currency
1 1	PERSON				1.00		25,000.000	USD
2 1	SUPL				1.00		15,000.000	USD
3 1	EQUIP				1.00		10,000.000	USD
4 1	ANIMAL				1.00		5,000.000	USD
5 1	FACADM				1.00		18,090.000	USD

 None **Fund Total by Analysis Type:** 73,090.000

 [Process Monitor](#) **Project Fund Total:** 73,090.000

Posting Option

2. The Project Funding page will open.
3. Enter the appropriate Analysis Group (GBUD) and the Type (BUD).
4. Under the Resource Detail tab: Enter your Activity ID (1) and the Budget Category and the Amounts of your Budget Categories. Enter the Resource Type for each budget line.
5. Click to the General Ledger Detail tab.

'Analysis Group	'Type	'Date	Status	Amount
GBUD	BUD	01/06/2005	Active	5,000.000 USD

1

Detail Fund Distribution at Resource Level

Resource Detail | **General Ledger Detail** | Commitment Control Detail | Grants Detail

Budget Category	'GL Unit	Account	DeptID	Oper Unit	Fund	Program	Class	Subsystem PC Bus Unit	Subsystem Activity ID
1 EQUIP	UND01	501000	2070		43500				
2 FACADM	UND01	501000	2070		43500				

Finalize None **Fund Total by Analysis Type:** 5,000.000

Send to Commitment Control [Process Monitor](#) **Project Fund Total:** 5,000.000

Posting Option

- Based on the requirements of the agency and the institutional policies, decide which budget level should be used for this budget release. Then refer to the Fund Mapping by Budget Level and enter the appropriate Account, DeptID and Fund values.
- Tab to the Commitment Control tab. Enter the appropriate ledger information, Ledger Group = GNTDTL and Ledger = GNTDTL_BUD.

Project Funding

Unit: UND01 Project: UND0000053 Gravely Training for System Status: 0

'Analysis Group	'Type	'Date	Status	Sequence	Amount
GBUD	BUD	12/05/2004	Active	1	73,090.000 USD

Detail Fund Distribution at Resource Level

Resource Detail | **General Ledger Detail** | Commitment Control Detail | Grants Detail

Budget Category	Ledger Group	Key ChartFields	Ledger	Budget Line Code	Funding Source	Cumulative Begin Date	Cumulative End Date	Journal
1 PERSON	GNTDTL	Key ChartFields	GNTDTL_BUD	Original				
2 SUPL	GNTDTL	Key ChartFields	GNTDTL_BUD	Original				
3 EQUIP	GNTDTL	Key ChartFields	GNTDTL_BUD	Original				
4 ANIMAL	GNTDTL	Key ChartFields	GNTDTL_BUD	Original				
5 FACADM	GNTDTL	Key ChartFields	GNTDTL_BUD	Original				

Finalize None **Fund Total by Analysis Type:** 73,090.000

Send to Commitment Control [Process Monitor](#) **Project Fund Total:** 73,090.000

Posting Option

- Click the Posting Option check box. Click the Send to Commitment Control button **Send to Commitment Control** and then click the Process Monitor hyperlink. [Process Monitor](#)

Process List **Server List**

View Process Request For

User ID: Type: Last: Days

Server: Name: Instance: to

Run Status: Save On Refresh

Customize | Find | View All | First 1 of 1 Last

Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Details
176024		Application Engine	PC_TO_KK	cgravely	12/06/2004 2:30:35PM CST	Success	Details

9. When the Run Status is Success, click on the Details hyperlink.

Process Detail

Process

Instance: 176024 Type: Application Engine
 Name: PC_TO_KK Description: Projects to Commitment Cntrl

Run **Update Process**

Run Control ID: PC_TO_KK Hold Request
 Location: Server Queue Request
 Server: PSNT Cancel Request
 Recurrence: Delete Request
 Restart Request

Date/Time **Actions**


Request Created On: 12/06/2004 2:30:35PM CST [Parameters](#) Transfer
 Run Anytime After: 12/06/2004 2:30:35PM CST [Message Log](#) [Temp Tables](#)
 Began Process At: 12/06/2004 2:30:45PM CST [Batch Timings](#)
 Ended Process At: 12/06/2004 2:31:34PM CST [View Log/Trace](#)

10. Click the Message Log hyperlink

Message Log

Process

Instance: 176024 **Type:** Application Engine
Name: PC_TO_KK **Description:** Projects to Commitment Cntrl

Customize | Find | View All |  First ◀ 1-4 of 4 ▶ Last

Severity	Log Time	Message Text	Explain
10	2:30:49PM	5 rows before starting multi currency conversion.	Explain
10	2:30:49PM	5 rows successfully converted to the target currency	Explain
	2:31:34PM	Published message with Pub ID of 2939 to request to have report added in folder GENERAL	Explain
	2:31:34PM	Successfully posted generated files to the report repository	Explain

11. The message log should show rows successfully converted and posted. It should be the same number of rows as in your project budget. Click the return at the bottom of this page to return to the Message Log scheduler page. Click OK to return to the Process Monitor Page. Click the hyperlink [Go back to Project Budget](#) . Enter the budget information and open the project budget page.

Project Funding

Unit: UND01 **Project:** UND0000053 Gravelly Training for System **Status:**

'Analysis Group	'Type	'Date	Status	Sequence	Amount
GBUD	BUD	12/05/2004	Active	1	73,090.000 USD

Detail Fund Distribution at Resource Level

[Resource Detail](#) | [General Ledger Detail](#) | [Commitment Control Detail](#) | [Grants Detail](#)

Activity ID	Budget Category	Resource Type	Resource Category	Resource SubCategory	Resource Quantity	UOM	Amount	Currency
1	PERSON	511			1.00		25,000.000	USD
2	SUPL	532			1.00		15,000.000	USD
3	EQUIP	691			1.00		10,000.000	USD
4	ANIMAL	535			1.00		5,000.000	USD
5	FACADM	732			1.00		18,090.000	USD

[Finalize](#) Posted to Commitment Control **Fund Total by Analysis Type:** 73,090.000

[Send to Commitment Control](#) [Process Monitor](#) **Project Fund Total:** 73,090.000

Posting Option

12. Note the Send to Commitment Control button is no longer active. But, the Finalize button is now active and there is a message Posted to Commitment Control. Click the Finalize button and the project budget will be sent to the Project Resource Table. The project budget is now ready to allow expenditures.

Note: If the money of this new project is being taken from another project, you will have to go to **Step 8**, Check that you have available budget to subtract from that project.

Then you will have to go to Project Budget, Add a new line with the correct chartfields values and enter a negative amount under the budget category (equip, salary, etc..) which you want the money to be subtracted from and send it to commitment control and Finalize it.

8) Checking your budget details

Go to: **Commitment Control> Review Budget Activities>Budget Inquiry>Budget Details**

Find an Existing Value	
Business Unit:	= [UND01] [Search]
Ledger Group:	= [GNTDTL] [Search]
Account:	begins with [] [Search]
Department:	begins with [] [Search]
Operating Unit:	begins with [] [Search]
Product:	begins with [] [Search]
Fund Code:	begins with [] [Search]
Class Field:	begins with [] [Search]
Program Code:	begins with [] [Search]
Budget Reference:	begins with [] [Search]
Affiliate:	begins with [] [Search]
Fund Affiliate:	begins with [] [Search]
Operating Unit Affiliate:	begins with [] [Search]
Subsystem PC Bus Unit:	begins with [] [Search]
Subsystem Activity ID:	begins with [] [Search]
Subsystem Analysis Type:	begins with [] [Search]
PC Business Unit:	begins with [] [Search]
Project:	begins with [UND0000126] [Search]
Activity ID:	begins with [] [Search]
Resource Type:	begins with [] [Search]
Budget Period:	begins with [] [Search]

Enter your **Business Unit**: UND01
 Enter your **Ledger Group**: GNTDTL
 Enter your **Project** number: UNDxxxxxxx
 Click **Search**

Budget Details

Business Unit	Ledger Group	Account	Fund Code	Department	Project
UND01	GNTDTL	510000	46000	2070	UND0000126

Ledger Amounts

Budget: 50,000.00 USD **Max Rows:** 100

Expense: 0.00 USD [Attributes](#)

Encumbrance: 0.00 USD [Parent/Children](#)

Pre-Encumbrance: 0.00 USD

Associated Budgets

Associate Revenue: 0.00 USD

Available Budget

Without Tolerance: 50,000.00 USD **Percent:** (100%)

With Tolerance: 50,000.00 USD **Percent:** (100%)

Budget Exceptions

Exception Errors: 0 **Exception Warnings:** 0 **Budget Exceptions**

[Return to Search](#) [Next in List](#) [Previous in List](#) [Notify](#)

Your Budget Details page will show all the information about your Budget, Expenses, Etc...