Grant Reporting System—Locate & Login

1) Locate the Budget & Fiscal Planning website, [oregonstate.edu/budget/](http://oregonstate.edu/budget/).

2) Click on the Online Systems tab below the Budget & Fiscal Planning homepage title.

3) Next click on Grant Reporting & Foundation Reimbursement Systems title, which redirects you to the OSU Central Login page.

4) Use your ONID Username and Password to login.

5) Locate the Grant Reporting header.
**GRRS Simple Report**

Grant Reporting System, How to Read the Grant Summary Report

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**Office of Budget & Fiscal Planning**

~ 510 Kerr Administration Building

Corvallis, OR 97331 ~ 541-737-4121 ~ http://oregonstate.edu/budget/

---

<table>
<thead>
<tr>
<th>Project Start: 7/1/2009</th>
<th>Current End: 1/1/2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Index: F0000A - SES APSF Grth Pro Sci Degr</td>
<td>Agency: Alfred P. Sloan Foundation</td>
</tr>
<tr>
<td>Fund: F0000A - SES APSF 01012 Bechert Grth Pro</td>
<td>OPA Accountant: Courtney A Clark</td>
</tr>
<tr>
<td>Organization: 250000 - SES - Environmental Sci Undergrad Ping</td>
<td>IC Rate: 12%</td>
</tr>
<tr>
<td>Program: 1103 - Other Sponsor Activity On Campus Domestic</td>
<td>IC Basis: MTDC</td>
</tr>
</tbody>
</table>

---

**As Of 11/2/2011 Available Balance: $17,445.69**

**Cash Balance**

<table>
<thead>
<tr>
<th>Account</th>
<th>Budget</th>
<th>Beginning Balance as of July 1</th>
<th>Actual Inception-To-Date</th>
<th>Current Balance</th>
<th>Encumb</th>
<th>Non-FIS Encumb</th>
<th>Projected Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>A0901 Cash On-Hand - Interfund</td>
<td>$64,903.61</td>
<td>$56,357.85</td>
<td>$65,759.85</td>
<td>($11,759.85)</td>
<td>$15,276.00</td>
<td>$0.00</td>
<td>($27,035.85)</td>
</tr>
</tbody>
</table>

---

**Services & Supplies Expense**

<table>
<thead>
<tr>
<th>Expense</th>
<th>Budget</th>
<th>Beginning Balance as of July 1</th>
<th>Actual Inception-To-Date</th>
<th>Current Balance</th>
<th>Encumb</th>
<th>Non-FIS Encumb</th>
<th>Projected Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/OPE</td>
<td>Unclassified Salaries</td>
<td>$2,000.00</td>
<td>$79.32</td>
<td>$298.00</td>
<td>$2,980.00</td>
<td>$0.00</td>
<td>$2,980.00</td>
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<tr>
<td>&amp; Other Payroll Expenses</td>
<td>Communications</td>
<td>$1,000.00</td>
<td>$46.70</td>
<td>$46.70</td>
<td>$46.70</td>
<td>$0.00</td>
<td>$46.70</td>
</tr>
<tr>
<td></td>
<td>Postage &amp; Shipping</td>
<td>$0.00</td>
<td>$95.63</td>
<td>$95.63</td>
<td>$95.63</td>
<td>$0.00</td>
<td>$95.63</td>
</tr>
<tr>
<td></td>
<td>Rentals &amp; Leases</td>
<td>$0.00</td>
<td>$159.82</td>
<td>$159.82</td>
<td>$159.82</td>
<td>$0.00</td>
<td>$159.82</td>
</tr>
<tr>
<td></td>
<td>Fees &amp; Services</td>
<td>$7,000.00</td>
<td>$1,098.84</td>
<td>$11,993.27</td>
<td>$3,306.73</td>
<td>$0.00</td>
<td>$3,306.73</td>
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<tr>
<td></td>
<td>Other Services &amp; Supplies</td>
<td>$7,000.00</td>
<td>$3,578.76</td>
<td>$10,579.48</td>
<td>$10,579.48</td>
<td>$0.00</td>
<td>$10,579.48</td>
</tr>
<tr>
<td>Subtotal Warranty</td>
<td>$7,000.00</td>
<td>$3,578.76</td>
<td>$10,579.48</td>
<td>$3,306.73</td>
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<td>$3,306.73</td>
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<tr>
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<td>Subtotal Services &amp; Supplies</td>
<td>$30,000.00</td>
<td>$11,988.84</td>
<td>$18,217.77</td>
<td>$11,882.23</td>
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<td>$11,882.23</td>
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</tbody>
</table>

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**Travel**

<table>
<thead>
<tr>
<th>Expense</th>
<th>Budget</th>
<th>Beginning Balance as of July 1</th>
<th>Actual Inception-To-Date</th>
<th>Current Balance</th>
<th>Encumb</th>
<th>Non-FIS Encumb</th>
<th>Projected Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>Subtotal Travel</td>
<td>$16,900.00</td>
<td>$1,098.84</td>
<td>$6,320.52</td>
<td>$10,579.48</td>
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<td>$10,579.48</td>
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<tr>
<td></td>
<td>Subtotal/Grant up to/incl $25K</td>
<td>$60,000.00</td>
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<td>$5,309.31</td>
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<td>$22,766.69</td>
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</tr>
<tr>
<td></td>
<td>Subtotal F0642A Totals</td>
<td>$60,000.00</td>
<td>$5,309.31</td>
<td>$5,309.31</td>
<td>$54,690.69</td>
<td>$22,766.69</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Current End-Date**

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**Indirect Cost Rate 0% - 46%**

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**Cash Balance - This is not typically reported as it is dependent**

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**Indirect Cost Basis - Determines what expenses Indirect Costs are assessed against**

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**Drilldown to transaction details**

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**Drilldown to Payroll and Supplies Encumbrances entered in Banner**

---

**Drilldown to Payroll and Supplies Encumbrances entered in Banner**

---

**Maps to PI Grant Index Financial Summary Report Column "Encumbrance"**

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**Maps to PI Grant Index Financial Summary Report Column "Projected FA Cost"**

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**Maps to PI Grant Index Financial Summary Report Column "Projected Available Balance"**

---

**Available Balance - Estimated balance after Encumbrances and FA expense deducted from Current Balance.**

---

**Maps to Principal Investigator Grant Index Financial Summary Report Column "Total Budget"**

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**Maps to Principal Investigator Grant Index Financial Summary Report Column "Current Balance"**

---

**Maps to PI Grant Index Financial Summary Report Column "Projected Available Balance"**

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**Projected Available Balance: $17,445.69**

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**Projected F&A Cost: $2,093.48**

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**Maps to Principal Investigator Grant Index Financial Summary Report Column "Projected F&A Cost"**

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