

How to view expenses posted to the cost share fund and fund balance

Process: Run PLN and ALN T-Codes to provide a detailed list of expenses posted to the cost share fund, along with pending/encumbered expenses on the cost share fund. Includes a layout for the cost share fund balance.

Procedures

PLN Method:

Run S_PLN_16000269 in SAP

S_PLN_16000269 - Grants Management: Line Item Display

Step 1: Click the Get Variant button as shown in the graphic.

Step 2: Delete pre-populated data and click the "Execute" button.

Step 3: Select /COST SHARE variant.

The screenshot shows the SAP 'Grants Management: Line Item Display' interface. A 'Find Variant' dialog box is open, with a red arrow pointing to the 'Execute' button (a green circle with a white play icon). The main window shows the 'Organizational' and 'Grant Objects' sections with empty input fields.

Input the grant number and posting dates (if applicable to a specific moment in time). Click the execute button at the top of the screen.

The screenshot shows the SAP 'Grants Management: Line Item Display' interface with data entered. Red arrows point to the 'Company Code' field, the 'Grant' field (containing '3046169100'), the 'Fund' field (containing '001189*'), and the 'Posting Date' field (containing '10/01/2005').

Using layout /SPAEXPINV, the report is subtotaled by sponsored class. This layout includes expenses and revenue. A positive balance is the amount of funding due.

Overview of Layouts

Layout	Layout Description	Default Setting
/SPAEXPINV	Expenses invoiced under accrual met...	✓

Fund	WBS Element	Sp. Class	G/L	Year	Period	Pstng Date	Entered	DT	DocumentNo	DocumentNo	Psitm	Tran. Crcl
	3200004533	E511011										677.27
		E522010										208.54
		R619999										885.81-
	3200004533											0.00
												0.00

ALN Method:

Run S_ALN_01000003 in SAP
[S_ALN_01000003 - Annual Budget Vs. Commit./Actual Lin](#)

Step 1: Click the Get Variant button as shown in the graphic.

Step 2: Delete pre-populated data and click the "Execute" button.

Step 3: Select CS BALANCE variant.

Input the grant number and posting dates (if applicable to a specific moment in time). Click the execute button at the top of the screen.

Quick Reference Card – Cost Share

The report lists details of posted transactions and encumbered transactions. The Invoice Total is the amount of funding due.

G Grant /	Fund	Posting Date	Entered on	Sp. Class	Class Description	G/L Acc	RefDocumnt	DocumentNo	Pr.ref.key	Budget Amt	Invoice	Open Items
3601596573										0.00	0.00	5,430.00
0011890300	01/08/2024	01/08/2024	E511011	Faculty Salary	511011	3601596573				0.00	0.00	4,063.62
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520100	3601596573				0.00	0.00	501.18
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520200	3601596573				0.00	0.00	1.44
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520400	3601596573				0.00	0.00	423.24
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520500	3601596573				0.00	0.00	406.38
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520710	3601596573				0.00	0.00	34.14
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520710	3601604767				0.00	0.00	28.45
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520500	3601604767				0.00	0.00	338.65
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520400	3601604767				0.00	0.00	352.70
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520200	3601604767				0.00	0.00	1.20
0011890300	01/08/2024	01/08/2024	E522010	Faculty Benefits	520100	3601604767				0.00	0.00	417.65
0011890300	01/08/2024	01/08/2024	E511011	Faculty Salary	511011	3601604767				0.00	0.00	3,386.35
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520710	86568	8500067553			0.00	5.69	0.00
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520300	86568	8500067553			0.00	0.24	0.00
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520200	86568	8500067553			0.00	0.49	0.00
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520762	86568	8500067553			0.00	0.16	0.00
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520400	86568	8500067553			0.00	50.70	0.00
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520500	86568	8500067553			0.00	67.73	0.00
0011890300	01/31/2024	01/09/2024	E511011	Faculty Salary	511011	86568	8500067553			0.00	677.27	0.00
0011890300	01/31/2024	01/09/2024	E522010	Faculty Benefits	520100	86568	8500067554			0.00	83.53	0.00
0011890300	01/31/2024	02/05/2024	R619999	Mand CS - Personnel	740515	110664228	110664228			0.00	208.54	0.00
0011890300	01/31/2024	02/05/2024	R619999	Mand CS - Personnel	740510	110664228	110664228			0.00	677.27	0.00
										0.00	0.00	4,525.00

Questions?

Please contact the assigned FA for that grant found under the Responsibilities tab in GMGRANTD.

