

## Funding Inquiry

The Funding Inquiry function allows users to view information regarding the dollars awarded for a project, including original funding and any changes in funding over the life of the project.

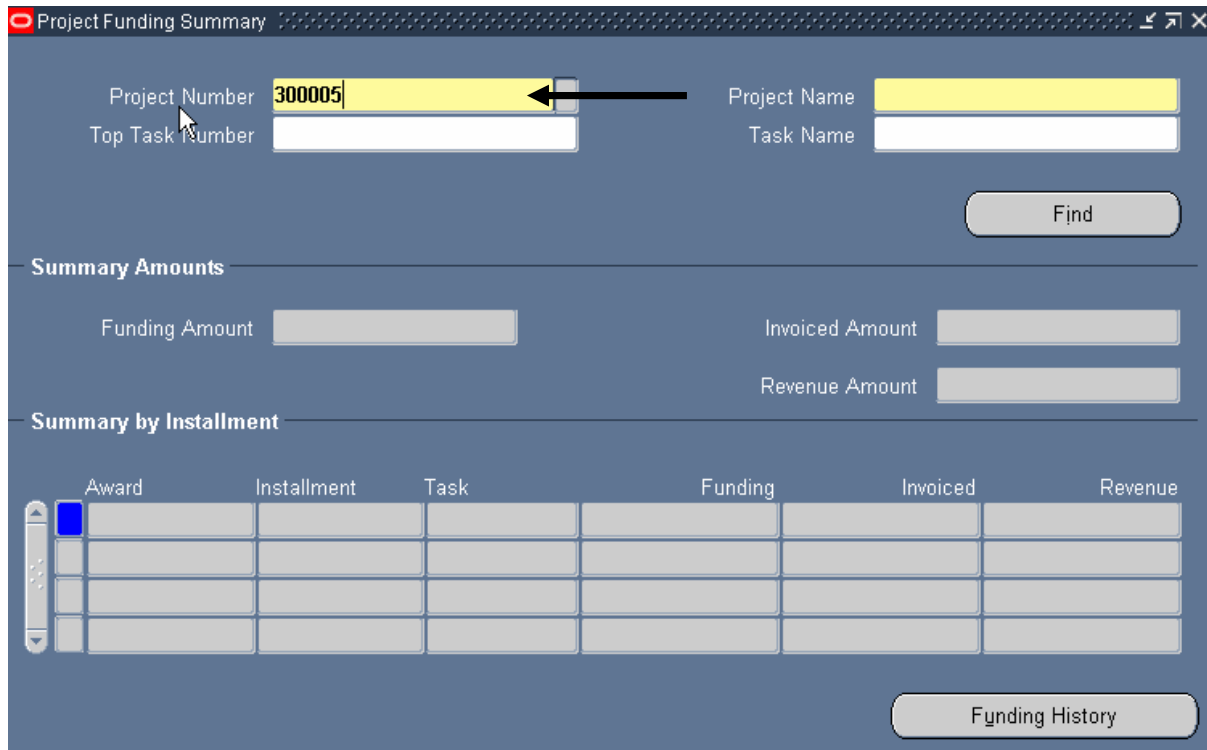
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### UAB GA End User → Funding Inquiry

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The **PROJECT FUNDING SUMMARY** window will open. Note that there are several criteria that can be used search for a specific project. However, the **PROJECT NUMBER** and **PROJECT NAME** fields are required fields. Information **must** be entered in both of these fields before clicking on the **FIND** button.

1. Type your project number in the **PROJECT NUMBER** field and press the **TAB** key.



The screenshot shows the 'Project Funding Summary' window. At the top, there are search fields: 'Project Number' (containing '300005'), 'Project Name', 'Top Task Number', and 'Task Name'. A black arrow points to the 'Project Number' field. Below these fields is a 'Find' button. The window is divided into three sections: 'Summary Amounts', 'Summary by Installment', and 'Funding History'. The 'Summary Amounts' section has three input fields: 'Funding Amount', 'Invoiced Amount', and 'Revenue Amount'. The 'Summary by Installment' section is a table with columns: Award, Installment, Task, Funding, Invoiced, and Revenue. The first row of the table is highlighted in blue. The 'Funding History' button is located at the bottom right of the window.

Award	Installment	Task	Funding	Invoiced	Revenue

The system will automatically complete the **PROJECT NAME** field based on the project number entered.

## Funding Inquiry

2. Click the **FIND** button.

The screenshot shows a software window titled "Project Funding Summary". At the top, there are four input fields: "Project Number" with the value "300005", "Project Name" with the value "1 R01 HL080812-01", "Top Task Number" (empty), and "Task Name" (empty). A "Find" button is located to the right of these fields, with a black arrow pointing to it from the left. Below this is a section titled "Summary Amounts" containing three input fields: "Funding Amount", "Invoiced Amount", and "Revenue Amount". Underneath is a section titled "Summary by Installment" which contains a table with six columns: "Award", "Installment", "Task", "Funding", "Invoiced", and "Revenue". The table has four rows, with the first row having a blue header and the others being empty. At the bottom right of the window is a "Funding History" button.

The rest of the project funding summary information will populate this window. A description of each field in the **PROJECT FUNDING SUMMARY** window is detailed below.

<b>PROJECT NUMBER</b>	Number assigned to represent a specific project. Automatically assigned by the system in sequential order.
<b>PROJECT NAME</b>	Equals the Short Title.
<b>TOP TASK NUMBER</b>	Equals number assigned to a top task; i.e., 01, 02, etc.
<b>TASK NAME</b>	Name tied to the task specified in the previous field.
<b>FIND (BUTTON)</b>	Searches for data based on parameters entered.
<b>FUNDING AMOUNT</b>	Dollars awarded for project specified in the top region of the form.
<b>INVOICED AMOUNT</b>	Amount invoiced to the sponsoring agency.
<b>REVENUE AMOUNT</b>	Total amount of revenue accrued for specified project.
<b>AWARD</b>	The number assigned to indicate a specific funding source of a project or task. Automatically assigned by the system in sequential order.
<b>INSTALLMENT</b>	Number of the installment for the Award specified in the previous field.
<b>TASK</b>	Top task number funded by award and installment specified.
<b>FUNDING</b>	Dollar amount received for award and installment specified.
<b>INVOICED</b>	Amount invoiced to sponsoring agency for award and installment specified.
<b>REVENUE</b>	Total amount of revenue accrued for award and installment specified.
<b>FUNDING HISTORY (BUTTON)</b>	Opens the <b>FUNDING HISTORY</b> window.

## Funding Inquiry

- To view additional information about each summary line, click into the box next to the line for which more information is desired.
- Once the box is highlighted, click the **FUNDING HISTORY** button.

Project Number  Project Name   
Top Task Number  Task Name

**Summary Amounts**

Funding Amount  Invoiced Amount   
Revenue Amount

**Summary by Installment**

Award	Installment	Task	Funding	Invoiced	Revenue
2000003	1	01	427251.00	180598.02	180622.82
2000003	1	03	48599.33	48599.33	48599.33

The **FUNDING HISTORY** window will appear. A description of the fields in this window is detailed below.

**Allocated**

Date	By	Amount
06-DEC-2004	Karen Constant	48599.33

Installment Num  Task Num   
Task Name

## Funding Inquiry

<b>DATE</b>	Date that specified installment (highlighted on previous window) was allocated to the project and task.
<b>BY</b>	Name of accountant allocating award to project (where applicable).
<b>AMOUNT</b>	Dollar amount allocated.
<b>INSTALLMENT NUM</b>	Number of specified installment (highlighted on previous window).
<b>TASK NUM</b>	Task number to which installment was allocated.
<b>TASK NAME</b>	Name assigned to task number listed in previous field.

5. Once the information has been reviewed, click once on the **X** in the top, right-hand corner to close this window and return to the **PROJECT FUNDING SUMMARY** window.
6. From the **PROJECT FUNDING SUMMARY** window, click once on the **X** in the top, right-hand corner of this window to return to the **GA END USER NAVIGATOR** window.

Project Funding Summary
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Project Number

Top Task Number

Project Name

Task Name

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Funding Amount

Invoiced Amount

Revenue Amount

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**Summary by Installment**

Award	Installment	Task	Funding	Invoiced	Revenue
2000003	1	01	427251.00	180598.02	180622.82
2000003	1	03	48599.33	48599.33	48599.33

[Return to Top](#)