



Award Budget Screen

This screen view, which is read only, gives details of the current award budget set up and budget history since the start of the award.

Responsibility: GM Grants Administrator or GM Grants Investigator
Navigate: Award Budgets/Budget History → Award Budgets

- In order to view the budget details enter the *award number* and press the *tab* key to populate the project number field. Click on the **Find Draft** button.

Find Budget

Award Number: Award Name:

Project Number: Project Name:

Budget Type:

Draft Budget

Version Name: Status:

Change Reason:

Description: New Original []

Entry Options

Entry Method: Resource List:

Totals

	Labor		Burdened		
	UOM	Quantity	Raw Cost	Cost	Revised Date
Draft	<input type="text"/>				
Current	<input type="text"/>				

- The Award Budgets screen will populate with the budget details. To view the current budget, click on the **Details** button.
- The *Task Budgets* Screen will be displayed. Select the task which you wish to view by clicking the line. The square to the left of the line will turn blue to indicate which line has been selected.

Version Number: Version Name:

Labor

Task Number	Task Name	UOM	Quantity	Raw Cost	Burdened Cost
<input checked="" type="checkbox"/> 1	Task 1	Hours	0.00	0.00	1,947,555.13
<input type="checkbox"/> 4	TASK 4	Hours	0.00	0.00	3,820.51
<input type="checkbox"/>					

Project Total

- To view the details for that line click on the **Budget Lines** button. The resources and allocated budget will be listed on the **Budget Lines** screen.

Budget Lines -

Version Number: Draft | Version Name: VERSION 1
 Task Number: 1 | Task Name: Task 1
 View Lines For: Burdened Cost | Periods For Totals: JAN-10 - JAN-10

Budget Periods: Earliest: JAN-10 | First: JAN-10 | Latest: JAN-10

Resource	Amount Type	JAN-10	FEB-10	MAR-10	APR-10	Period Totals
OTHER COSTS	Burdened Cost	607,374.09				607,374.09
OVERHEADS	Burdened Cost	324,592.52				324,592.52
STAFF COSTS	Burdened Cost	1,002,428.99				1,002,428.99
TRAVEL AND SU	Burdened Cost	13,159.53				13,159.53
Totals	Burdened Cost	1,947,555.13	0.00	0.00	0.00	1,947,555.13

Change Reason: [] | Comments: []

History of previous budget

- Return to the **Award Budget** screen and click on the **History** button to view the previous budget versions. The top line will be checked as **Original** which means that it's the current budget. Each budget version will have a note of why the change was made in the Description field.

Budget Version History - PDAG/141, RG52879

— Labor —

Num	Version Name	UOM	Quantity	Raw Cost	Burdened Cost	Original
2	VERSION 1	Hours	0.00	0.00	1,951,375.64	<input checked="" type="checkbox"/>
1	VERSION 1	Hours	0.00	0.00	1,715,250.45	<input type="checkbox"/>

Change Reason: Award | Was Original:

Description: BUDGET INCREASE DUE TO FX POLICY CHANGE

Entry Options: Entry Method: BEM for multi set ups | Resource List: EC FW7 ERC

Baselined: By: PATEL, Ms. Meena | Date: 17-AUG-2010 14:21:59

Buttons: Copy to ... | Details

Reason for change: [Green callout box pointing to Change Reason field]

- Select a budget version to view by clicking on the line (the square to the left of the line will turn blue to show that it has been selected), and then click on the **Details** button to view the budget lines.