



GMS: Project Status by Department Report (UFS)

Reports on all projects for a department, sub-departments or PI, including data as above, including those where the award is owned by a different department.

Used for Month and Year End monitoring for a range of Projects

Responsibility: GM Grants Administrator
Navigate: Requests → Run → OK

| Parameters: | |
|---------------------------|---|
| From Project Organisation | Enter or select your organisation from the list of values |
| To Project Organisation | Enter or select your organisation from the list of values. |
| Project Number | This should be left blank if you wish to review all projects within a department |
| Principle Investigator | Leave blank for all or select from the list of values to produce a report by a named Principle Investigator. |
| Include Closed Projects | This defaults to No, change to Yes to include Closed and Pending Closed projects. |
| Show Details | This defaults to No, however change to Yes to show the following: <ul style="list-style-type: none"> • If the parameter is set to “Y,” then the report will show the expenditure, commitment and total cost by expenditure type, and budget and funds available by expenditure category. • If the parameter is set to “N,” then the report will show the budget, expenditure, commitment total costs and funds available by expenditure category. |
| Display Tasks | This defaults to Yes (Y) to show the task breakdown and can be changed to No (N) to sum the data by budget heading, either category (summary) or type (detail) depending on the Show Detail parameter. |
| Order By | Select either the Project Number, Principal Investigator or Award Number. If this field is left blank the report will be ordered by Project Number. |
| Page Break Per | This defaults to no (N), and can be changed to yes (Y) if a single project |

| | |
|---------|-----------------------|
| Project | per page is required. |
|---------|-----------------------|

Example To request all projects for a PI leave the project number blank and enter the PI name as below.

Parameters

From Project Organisation

To Project Organisation

Project Number

Principal Investigator

Include Closed Projects N No

Show Detail N No

Display Tasks Y Yes

Order By Project Number

Page Break Per Project N No

OK Cancel Clear Help

An example output of this report is on the next page.



GMS Detailed Procedure Project Status by Dept Report

| GMS: Project Status by Department (UFS) | | | | Report Run: 24-FEB-2016 14:00:44 | | | |
|--|------|-------------------------------|--------|----------------------------------|------------|------------|-----------------|
| | | | | Page: 1 of 80 | | | |
| | | | | Ref: XXACC_AFPAPST | | | |
| Project Organisation - From : ZZ_Ecology | | | | | | | |
| Project Organisation - To : ZZ_Ecology | | | | | | | |
| Project Number : ZZAG/001 | | | | | | | |
| Project Investigator : Darlow, Dr Rebecca | | | | Show Detail : N | | | |
| Include Closed Projects : N | | | | Display Tasks : Y | | | |
| Funds Check Failures : NO | | | | Order by : Project Number | | | |
| ----- | | | | | | | |
| Project Number: ZZAG/001 | | Award Number | | Project Status: Active | | | |
| Project Title: Kimberley Fellowship | | Sponsor: | | Project Start Date 01-AUG-2001 | | | |
| Project Organisation: ZZ_Ecology | | Award Close Date: 31-JUL-2020 | | Project End Date: 31-JUL-2020 | | | |
| Principal Investigator: Darlow, Dr Rebecca | | | | | | | |
| | | | | | | | |
| Task Number / Name : 1 / Task 1 | | | | | | | |
| | | | | | | | |
| Project | Task | Expenditure Category / Type | Budget | Expenditure ** | Commitment | Total Cost | Funds Available |
| ----- | | | | | | | |
| ZZAG/001 | 1 | EXCEPTIONAL ITEMS | 0.00 | 375.00 | 0.00 | 375.00 | -375.00 |
| ZZAG/001 | 1 | OTHER COSTS | 0.00 | -375.00 | 0.00 | -375.00 | 375.00 |
| ZZAG/001 | 1 | POOLED LABOUR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ZZAG/001 | 1 | STAFF COSTS | 0.00 | 4,684.34 | 0.00 | 4,684.34 | -4,684.34 |
| ZZAG/001 | 1 | TRAVEL AND SUBSISTENCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ----- | | | | | | | |
| (1 / Task 1) Task Totals : | | | 0.00 | 4,684.34 | 0.00 | 4,684.34 | -4,684.34 |
| ----- | | | | | | | |
| (ZZAG/001) Project Totals : | | | 0.00 | 4,684.34 | 0.00 | 4,684.34 | -4,684.34 |