Activated Grants with Budgets

This report provides details on activated grants within a period of time where the award is held by the department, showing the Indirect as well as the Direct budget. Details include:

- Award Organization
- Award Short Name
- Sponsor Type
- Sponsor Name
- Award Title
- Award End Date
- Award Status
- Indirect (Budget)
- Budget
- Creation Date
- Award Number
- Project Short Code
- Sponsor Number
- Funding Ref
- Award Start Date
- Payment Type
- Award PI Name
- Direct Budget
- Award Purpose

Run with options and parameters

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- Select ellipses… next to report name, choose Run as to select Format. Due to number of columns, Excel is recommended.
Run to display the **Prompt** screen

- The following parameter choices are available but can be left unchanged:
  - **from** and **to** dates (from Earliest date to Latest date is the default – this pulls all organisational awards for department)
  - **Award Org** (list dependent on user responsibility)
  - **Sponsor Type** (if none selected, will pull all)
- **Click Finish**

An example output (Excel format) of the report is on the next page.
NB: The *Creation Date* is the date the award was set up in CUFS.