



# Grants Actual Expenditure by Project Org

This **Cognos, Grants** report uses charts as well as tables to display summary information relating to expenditure by type and by sponsor. It can be run across a single or range of project organisations and for a specified date range. The report is formatted into three sections:

- Section 1** Actual Expenditure by Expenditure Type (pie chart and tabular format)
- Section 2** Actual Expenditure by Sponsor Type (pie chart and in tabular format)
- Section 3** Combined expenditure by sponsor type by expenditure category (tabular format only)

**Navigate** Cognos > Live > *your dept's School* > Departmental (Shared) Reports > Grants Reporting

## Report parameters

### Grants Actual Expenditure by Project Organisation - Report Options

**Enter Project Organisation. Please select all relevant codes**

**Keywords:**  
Type one or more keywords separated by spaces.

[Options](#) ▾

**Results:**

[Select all](#) [Deselect all](#)

**\* Choice:**

[Select all](#) [Deselect all](#)

**Please enter report start date**

**\* 2016**

Jan	Feb	Mar	Apr	May	Jun	
Jul	Aug	Sep	Oct	Nov	Dec	
Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**Please enter report end date**

**\* 2016**

Jan	Feb	Mar	Apr	May	Jun	
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				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Example report output

