

## Using the Project Budgets Page


1. Click the **Main Menu**.
2. Click **Grants** and then click **Awards**.
3. Click **Project Budgets**. The Project Budgets search page displays.
4. In the business unit, select **GRANT**.
5. In the Project field, type your project number.
6. Click the **Search** button. The search results display.


### Project Budgets

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Maximum number of rows to return (up to 300):

**Business Unit:** =  

**Project:** begins with  


**Budget Plan ID:** =

**Budget Period:** begins with

**Budget Type:** =

**Description:** begins with

Case Sensitive

[Basic Search](#) 
[Save Search Criteria](#)

### Search Results

View All First  1-7 of 7  Last

Business Unit	Project	Budget Plan ID	Budget Period	Budget Type	Description
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">1</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">2</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">3</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">4</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">5</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">6</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>
<a href="#">GRANT</a>	<a href="#">00061785</a>	<a href="#">1</a>	<a href="#">7</a>	<a href="#">Cost</a>	<a href="#">Effects of Detrital Export fro</a>

**Figure 1: Project Budgets Search Results**

- Click the budget period you want to view. The Budget Detail page displays. This page enables you to review funding information for the project's budget categories.

**Budget Detail**

Project: 00061785 Effects of Detrital Export fro

Budget Period: 1 Begin Date: 05/16/2006 End Date: 09/30/2006 Finalize Process Monitor

**Project Budget Summary**

Cost Share Direct: 0.00 Currency: USD Total Budget: 64,759.00

Sponsor Budget: 64,759.00

**Budget Amounts for Period** Customize | Find | View All | First 1-2 of 2 Last

Activity	Budget Item	Begin Date	Quantity	Unit of Measure	Amount	Currency
1	FACADM		1.00		3,084.00	USD
1	OTHER		1.00		61,675.00	USD

Save Return to Search Previous in List Next in List Notify

**Figure 2: Budget Detail page, General tab**

- To view chartfield information for the project, click the **General Ledger Detail** tab.

**Budget Detail**

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Sponsor Budget: 64,759.00

**Budget Amounts for Period** Customize | Find | View All | First 1-2 of 2 Last

Activity	Budget Item	GL Business Unit	Statistics Code	Account	Source of Funds	Fund Code	Department	Program Code	Budget Reference
1	FACADM	UFLOR		INDIR	G000670	209	60210000	2200	CRRNT
1	OTHER	UFLOR		DIRECT	G000670	209	60210000	2200	CRRNT

Save Return to Search Previous in List Next in List Notify

**Figure 3: Budget Detail page, General Ledger Detail tab**

- This tab displays the project chartfield string values: Source of Funds, Fund Code, Department ID, and Program Code. These values will be needed to process transactions against your project.