Which Banner Screens Should I Use to Manage my Sponsored Projects?

November 2, 2012
Most important thing to remember when using Banner in Grant Management:

DO NOT USE FGIBDST!
Frequently Used
Grant Screens in
Banner

- FRIGRNT – Grant Code Inquiry
- FRAGRNT – Grant Maintenance
- FRIGITD – Grant Inception to Date
- FRIGTRD – Grant Transaction Detail Form
- NYIEDST – UNCC Employee Distribution
- NBAJOBS – Employee Jobs
What Can I Learn by Using FRIGRNT?

FRIGRNT can be used to find the following information:

- Grant Number
- All Grants for a PI
- Award Amounts – current/cumulative
- Principal Investigator
- Project Start and End Dates
- Status of Grant – Active (A) or Inactive (I)
<table>
<thead>
<tr>
<th>Grant</th>
<th>Principal Investigator ID</th>
<th>Current Amount</th>
<th>Cumulative Amount</th>
<th>Maximum Amount</th>
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What Can I Learn by Using FRAGRNT?

FRAGRNT can be used to find the following information:

- Proposal Number
- Grant Title
- Agency funding the project
- Principal Investigator
- Project Start and End Dates
- Status of Grant – Active (A) or Inactive (I)
- Award Amount – current/cumulative
- Type of Award
- F & A rate
FRIGITD can be used to find the following information:

- Budget Information
- Grant Activity
- Commitments
- Available Balance
- Budget Totals
- Can drill down on activity to see charges per account code (FRIGTRD)
- Used to reconcile accounts monthly
<table>
<thead>
<tr>
<th>Account Type</th>
<th>Adjusted Budget</th>
<th>Activity</th>
<th>Commitments</th>
<th>Available Balance</th>
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<tbody>
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**Net Total:**
- Adjusted Budget: 130,596.00
- Activity: 57,053.20
- Commitments: 0.00
- Available Balance: 33,942.80
Steps to drill down in FRIGITD

1. Click on field you want to drill down on
   Ex. Click on account code 911300 in the activity column
2. Under “Options” at the top, click on “Grant Detail Information”
   Will bring you to this screen where you can see what expenses have posted under this account code.
What Can I Learn by Using FRIGTRD?

FRIGTRD is the drill screen in FRIGITD.

This screen allows you to:

- See expenses that have hit a particular account code.
- Make sure that appropriate expenses are hitting the correct account code.
- Ensure that budgets and budget revisions are processed correctly.
- Perform monthly reconciliations.
NYIEDST can be used to find the following information:

• Salary & Benefit Information
• What funding sources are paying an individual’s salary for a specific period
• HGN = Salary; HBG = Benefits
NBAJOBS can be used to find the following information:

- Annual Salary
- Stipends
- Personnel Dates
- Position/Title
- 9 month or 12 month employee
Information Needed to Search Banner Grant Screens?

- **FRAGRNT** – Grant Number
- **FRIGRNT** – Can search by Grant Number, PI 800#, Responsible Organization
- **FRIGITD** – Grant Number & Fund Number
- **NYIEDST** – Employee 800 Number (can be found by doing a search in POIIDEN)
- **NBAJOBS** – Employee 800 Number
<table>
<thead>
<tr>
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<th>Fund Number</th>
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<tr>
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