Contract & Grant Accounting

Date: October, 2018

Review Grant Transaction Detail
FSJA-066

1. In the Search box type *FRIGITD* and *Enter* to access the Grant Inception to Date Form.

2. Enter the Grant Code or Index Number if it is known (If Grant Code is known skip to step #7).

    OR (If Grant Code is not known):
    Click *Search* ... on the Grant Field

3. Double-click on List of Grant Codes (*FRIGRNT*).

4. Enter any known information in the appropriate fields or use the wildcards (%) to narrow your search.

5. Click on *Go* [Go] (or press F8)

6. Scroll using arrows [|◄ ◄ 2 of 24 ► ►|] to find desired grant and double-click on it.

7. Click in the *Fund Summary* check box

8. Perform a *Next Block* [▼] (or Alt + PgDn).

9. Review activity and check overdraft status.

10. Highlight *Account* Field to view detail

11. Click *Related button* [RELATED] and Select Grant Detail Information (*FRIGTRD*)

12. Review information about the grant.

13. Click on [✕] to return to the Main Menu

End