

Contract & Grant Accounting

Date: October, 2018

Research Fund Inquiry FSJA-089

This Form allows the user to view the original dates for **FTMFUND**, **FRMFUND**, and **FRAGRNT** and any subsequent changes to those dates.

1. Go to Banner Form **FRIFUND** and **Enter**.
2. If the Fund Number is known, Click on  (or F7), press **TAB** to advance to the Fund Code field and input the Fund Number.
3. Click on  (or F8).
Skip to Step #8.

OR (If the Fund Code is not known):

4. To open the search menu click on  (or press CTRL + M and click on ) , type FTMACCI and enter.
5. Click on  (or F7), press **TAB** to advance to the Account Index field and input the Index Number.
6. Click on  (or F8). The Fund Code for this Index will be displayed.
7. Write down the Fund Code and click  (or Ctrl + Q) to return to Form **FRIFUND**.
8. The data in the first screen, will show the Chart of Accounts, Fund Code, Fund Title Effective Date, Termination Date, and Expenditure End Date for this Fund in **FTMFUND**. The multiple records indicate that the Fund was modified on those dates.

9. The next set of screens shows the Research Accounting Fund, which displays the dates entered into **FRMFUND**. This information includes:

- Grant Code
- Grant Title
- Effective Date
- Termination Date
- Budget Period
- Start Date
- Budget Period End Date

You may need to use the side scroll bar to see all the dates. The multiple records indicate that the Fund was modified on those dates.

10. The next set of screens shows:

- Grant Project Period
- Start Date
- Project Period End Date in **FRAGRNT**.

These dates reflect the entire project period, which includes all funds associated under this grant.

11. Click on  (or press Ctrl + Q) to return to the Main Search Menu.