GMAVCOVRW Report Process

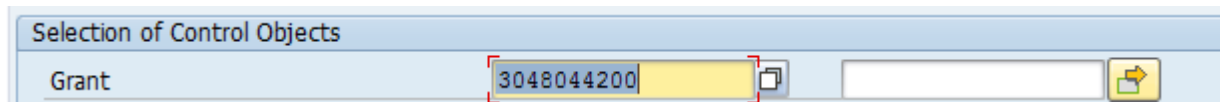**Step 1:** Access the most recent Master Data excel file for grants at: S:\BUS\Grants\Data

Filter for the department in column C and copy all the grants listed in column A. This data is updated monthly and shared with the analysts after the previous month closes.
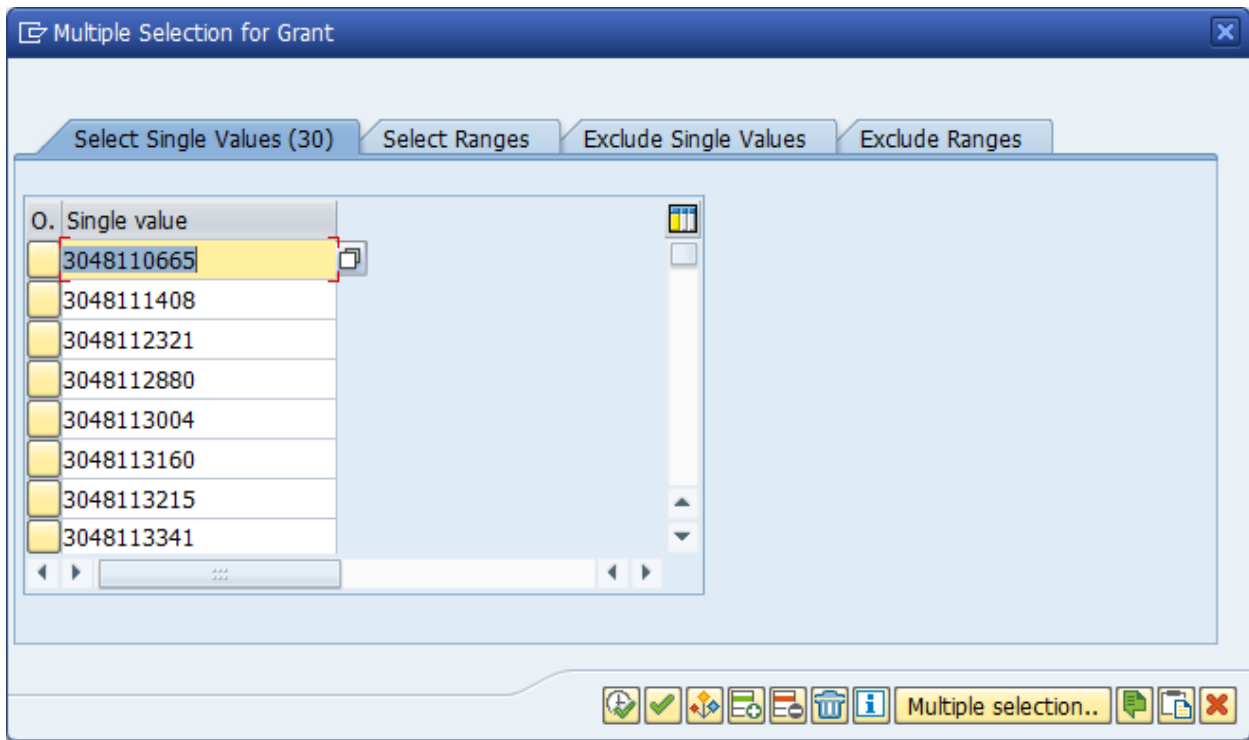
Step 2: Open SAP and use T code GMAVCOVRW. Select "get variant" and select the /UKDEFAULT – UK Default Variant created by JAMILE1.

/UKDEFAULT	UK Default Variant	A	X	JAMILE1	11/19/2005	JAMILE1	11/08/2(

In the "Grant" field enter any grant number and then click on the "multiple section" icon. The system won't let you click on the "multiple selection" icon unless a grant is entered in the grant field.

Selection of Control Objects

Grant   3048044200

Click the trash can to delete the grant number entered and then click the clipboard to copy all the grants from the Master Data file for your department. Click the clock/green checkmark to execute.

AVC Overview for Grants Management Dimensions

Company Code	UK00 🔍
Control Ledger	9K

Selection of Control Objects

Grant	3048110665	to		➡
Fund	[ ] 0011890000	to	0011890600	➡
Sponsored Program		to		➡
Sponsored Class	[ ] R000000	to	R999999	➡

Click the clock/green checkmark to execute the transaction. Use the shift function to highlight the entire selection of grants from top to bottom and click the expand subtree icon to open all grant lines.

Grant/Fund/Sp. Prog./Sp. Class	Consumable Bdgt	Consumed Amt.	Available Amt.	Deficit Ind.
▼ 📁 00000000003048110665	92,378.00	90,247.25	2,130.75	
▼ 📁 0226000000	92,378.00	90,247.25	2,130.75	
▼ 📁 Overall Programs	92,378.00	90,247.25	2,130.75	
• 📄 E510000	66,459.00	64,462.33	1,996.67	
• 📄 E537010	0.00	0.00	0.00	
• 📄 E590020	25,919.00	25,784.92	134.08	
▼ 📁 00000000003048111408	47,368.00	46,528.12	839.88	
▼ 📁 0226000060	47,368.00	46,528.12	839.88	
▼ 📁 Overall Programs	47,368.00	46,528.12	839.88	
• 📄 E510000	38,826.00	38,242.48	583.52	
• 📄 E590020	8,542.00	8,285.64	256.36	
▼ 📁 00000000003048111570	2,470,658.00	2,470,688.45	30.45-	
▼ 📁 0226000000	2,470,658.00	2,470,688.45	30.45-	
▼ 📁 Overall Programs	2,470,658.00	2,470,688.45	30.45-	
• 📄 E510000	174,741.00	174,773.62	32.62-	⚡
• 📄 E512010	220,787.00	220,786.87	0.13	
• 📄 E512030	13,974.00	13,973.61	0.39	
• 📄 E512039	0.00	0.00	0.00	
• 📄 E512099	0.00	0.00	0.00	
• 📄 E530200	522,663.00	522,662.52	0.48	
• 📄 E530201	978,602.00	978,601.82	0.18	
• 📄 E550000	129,641.00	129,640.01	0.99	
• 📄 E755030	430,250.00	430,250.00	0.00	
▼ 📁 00000000003048112072	96,512.00	96,177.52	334.48	
▼ 📁 0226000000	96,512.00	96,177.52	334.48	

The next step is to print the selection to PDF and save the file. You can repeat this process for all departments and then begin analyzing the data for each unit.

Step 3: Open the PDF file and click on "Tools" on the top right menu. For every lightning bolt on a grant, click "add text" and insert a text field to the right of the data.

Add the PI name, ending date of the grant and any comments you have regarding the issue on the grant or recommended resolution for the grant. (See below for an example.)

📁 00000000003048111570	2,470,658.00	2,470,688.45	30.45-	
📁 0226000000	2,470,658.00	2,470,688.45	30.45-	
📁 Overall Programs	2,470,658.00	2,470,688.45	30.45-	PI: John Doe - Ends 6/30/17. The overall grant
📁 E510000	174,741.00	174,773.62	32.62- 🔴	is exceeded by $30.45. Please review.
📁 E512010	220,787.00	220,786.87	0.13	
📁 E512030	13,974.00	13,973.61	0.39	
📁 E512039	0.00	0.00	0.00	
📁 E512099	0.00	0.00	0.00	
📁 E530200	522,663.00	522,662.52	0.48	
📁 E530201	978,602.00	978,601.82	0.18	
📁 E550000	129,641.00	129,640.01	0.99	
📁 E755030	430,250.00	430,250.00	0.00	

Step 4: Email the PDF file to the department business officer and copy the CGO. The CGO will assist the department with any needed budget revisions.