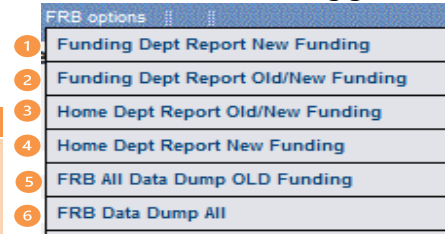


How do these reports help me?

These reports were created so that you can export the funding data you've input in FRB for a given department. Depending on which report you select, it can show you the OLD funding grid as well as the NEW funding grid and allows you to select either home department or funding department. See below for report descriptions.



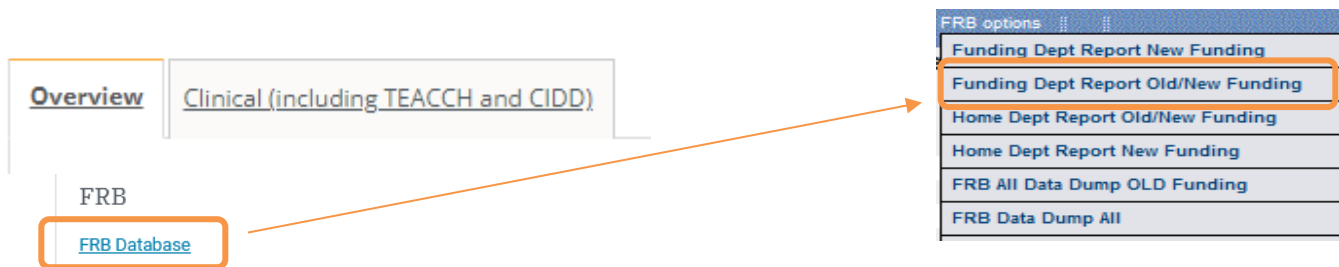
Report Name	Why You Would Use it
1. Funding Dept Report New Funding	Run this report to see where NEW funding lines have been entered for faculty your unit funds.
2. Funding Dept Report Old/New Funding	Run this report to see where NEW and OLD funding lines have been entered for faculty your unit funds.
3. Home Dept Report Old/New Funding	Run this report to see where NEW and OLD funding lines have been entered for faculty that are housed in your unit.
4. Home Dept Report New Funding	Run this report to see where NEW funding lines have been entered for faculty that are housed in your unit.
5. FRB All Data Dump OLD Funding	Run this report to see where there are OLD funding lines for faculty that are housed in any SOM unit. You will need to filter to your specific unit.
6. FRB Data Dump All	Run this report to see where there are OLD and NEW funding lines for faculty that are housed in any SOM unit. You will need to filter to your specific unit.

Steps

Please note: these steps are for general report running and pivot table creating. Options could change depending on which report you are running. In this example, the *Funding Dept Report Old/New Funding* is being utilized.

- These reports can be accessed via the FRB website (<https://www.med.unc.edu/fbo/fy25-budget/> > FRB Database > select Department > FRB Options > Select Report)

FY25 Budget Process



- Select the department from the drop down. Click "Submit Dept".
- "FRB Options" > Choose the report you want to manipulate
- An Excel document will download; open the document and enable editing
- Click "Insert" > "Pivot Table" > "From Table/Range" > "New Worksheet" > "OK"
- Select the fields you want to see in your pivot (example of selected fields listed on next page)

Sum of Budget Amount	Column Labels		
Row Labels	New Funding	Old Funding	Grand Total
42	927,039	11,406,360	12,333,399
SOM - Auxiliary-Recharge-Core Facilities		118,891	118,891
SOM - Contracts and Grants	683,757	9,419,893	10,103,650
SOM - Endowment Inc Restr		139,276	139,276
SOM - Gifts-Endowment Inc and Other Restr	10,951	343,083	354,035
SOM - Residuals		64,990	64,990
SOM - State AA	150,730	59,790	210,520
SOM - State HA	81,600	1,260,437	1,342,037
42	81,541	621,040	702,581
SOM - Contracts and Grants	81,541	606,040	687,581
SOM - Overhead		15,000	15,000
42	7,972	222,851	230,823
SOM - Contracts and Grants	7,972	115,414	123,386
SOM - Gifts-Endowment Inc and Other Restr		72,944	72,944
SOM - Overhead		34,493	34,493
42	9,457	545,901	555,358
SOM - Contracts and Grants	9,457	490,488	499,944
SOM - Endowment Inc Restr		22,162	22,162
SOM - Overhead		33,252	33,252
42	3,985	61,807	65,791
SOM - Contracts and Grants	3,985	61,807	65,791
42		21,375	21,375
SOM - Contracts and Grants		-	-
SOM - Gifts-Endowment Inc and Other Restr		21,375	21,375
Grand Total	1,029,993	12,879,333	13,909,326

PivotTable Fields

Choose fields to add to report:

Search

- OldNewFunding
- Primary Job
- Job Code
- Job Code Description
- Fund Code
- Strata Entity
- ClassField
- Account
- Pay Code Type
- CC1
- Funding Department
- Project ID
- Program Code
- Budget Amount
- FTE for Benefits

Drag fields between areas below:

Filters	Columns
	OldNewFunding

Rows	Values
Funding Department	Sum of Budget Amo...
Strata Entity	