

OFFICE OF THE CONTROLLER

Queries Webinar Series:
Grants and Funds Management

September 2026





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Accessing and Searching for Queries



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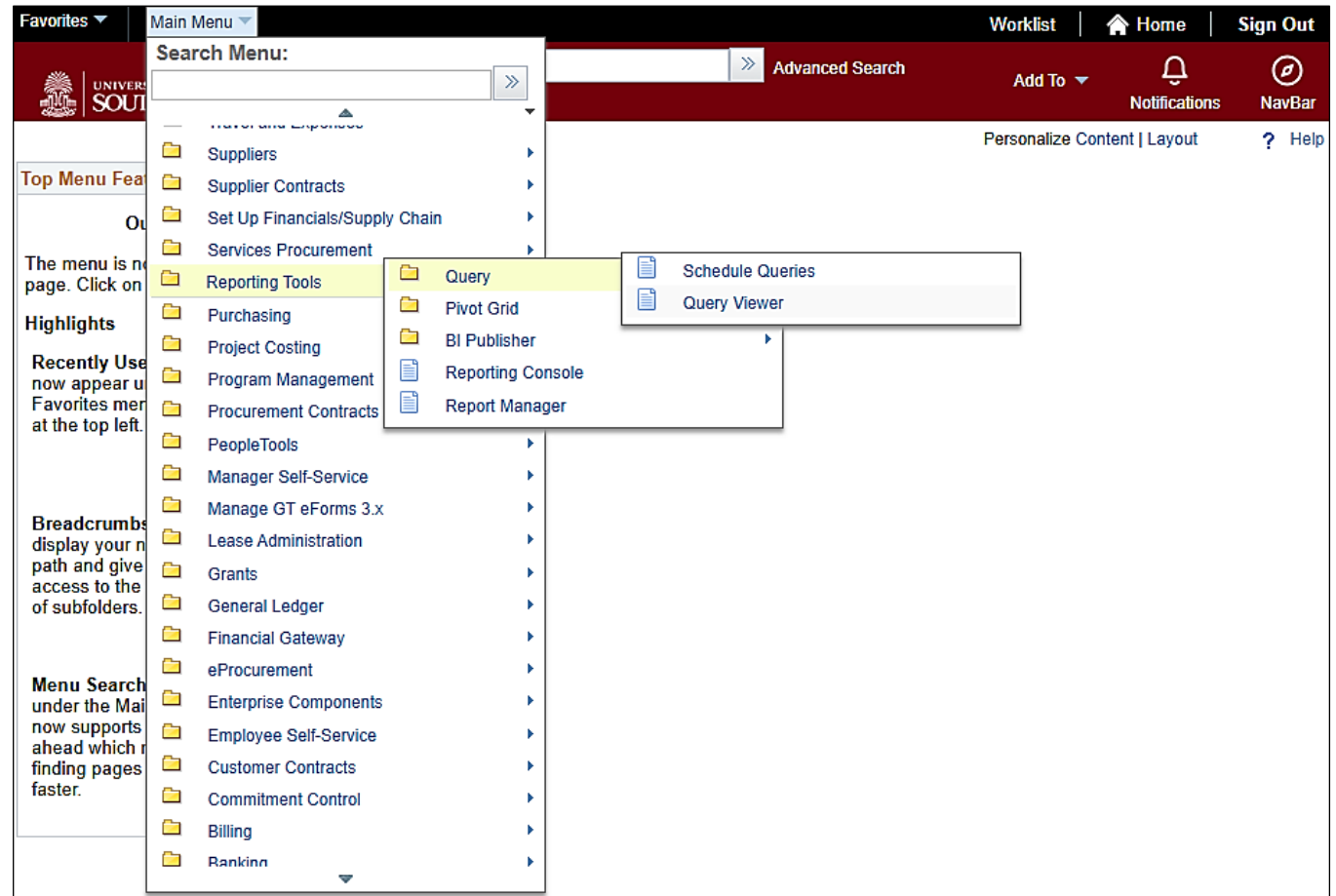
Query Viewer

To access queries, use the navigation:

Main Menu > Reporting Tools > Query > Query Viewer

Why Use Query Viewer?

- Locate existing PeopleSoft queries
- Run queries in HTML or Excel
- Save frequently used queries as Favorites
- Access real-time financial data



Searching for Queries by Name

When you know the query name:

1. Enter the query name in the **Query Name** field.

2. Leave the search option as **Begins With**.

3. Click the **Search** button.

The screenshot shows the 'Query Viewer' interface of the University of South Carolina. The top navigation bar includes 'Favorites', 'Main Menu', 'Reporting Tools', 'Query', and 'Query Viewer'. A search bar at the top right contains 'All' and 'Search'. Below the navigation bar, a red box highlights the 'Query Name' field with the value 'SC_CF_ACCOUNT_LIST' and the 'begins with' dropdown menu. Other fields like 'Description', 'Uses Record Name', 'Uses Field Name', 'Access Group Name', 'Folder Name', and 'Owner' are also visible. A 'Search' button is highlighted with a red box. Below the search fields, a 'Search Results' section shows a table with one result: 'SC_CF_ACCOUNT_LIST'.

Enter any information you have and click Search. Leave fields blank for a list of all values.

Query Name begins with SC_CF_ACCOUNT_LIST

Description begins with

Uses Record Name begins with

Uses Field Name begins with

Access Group Name begins with

Folder Name begins with

Owner =

When using the IN or BETWEEN operators, enter comma separated values without quotes. i.e. JOB,EMPLOYEE,JRNL_LN.

Search Clear Basic Search

Search Results

*Folder View -- All Folders --

Query

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to XML	Schedule	Definitional References	Add to Favorites
SC_CF_ACCOUNT_LIST	SC Chartfield GL Account List	Public	SYSTEM	HTML	Excel	XML	Schedule	Lookup References	Favorite

Searching for Queries by Folder

If you don't know the exact query name, use the Folder Name search criteria.

1. Change the search operator from **Begins With** to **Contains**, **Equal To**, or other search options as needed

2. Enter all or part of the folder name.

3. Click the **Search** button.

The screenshot shows the 'Query Viewer' interface of the University of South Carolina. The top navigation bar includes 'Favorites', 'Main Menu', 'Reporting Tools', 'Query', and 'Query Viewer'. The search bar at the top right contains 'All' and 'Search'. Below the navigation bar, there is a section for entering search criteria. The 'Folder Name' search criteria is highlighted with a red box, showing a dropdown menu set to 'begins with' and an input field. The 'Search' button is also highlighted with a red box. Below the search criteria, there is a section for 'Search Results' with a dropdown menu for '*Folder View' set to '-- All Folders --'. At the bottom, there is a table titled 'Query' showing the search results.

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to XML	Schedule	Definitional References	Add to Favorites
SC_CF_ACCOUNT_LIST	SC Chartfield GL Account List	Public	SYSTEM	HTML	Excel	XML	Schedule	Lookup References	Favorite

Viewing Search Results

HTML	View results on-screen
Excel	Export directly to Excel
Favorite	Save query for future use
Description	Understand what the query does

Favorites

Main Menu

Reporting Tools

Query

Query Viewer

WorklistHomeSign Out

UNIVERSITY OF SOUTH CAROLINA

AllSearch

Advanced SearchLast Search Results

Add ToNotificationsNavBar

New WindowHelpPersonalize Page

Enter any information you have and click Search. Leave fields blank for a list of all values.

Query Name

begins with

SC_CF_ACCOUNT_LIST

Description

begins with

Uses Record Name

begins with

Uses Field Name

begins with

Access Group Name

begins with

Folder Name

begins with

Owner

=

When using the IN or BETWEEN operators, enter comma separated values without quotes. i.e. JOB,EMPLOYEE,JRNL_LN.

Search

Clear

Basic Search

Search Results

*Folder View

-- All Folders --

Query

1-1 of 1

View All

Grants and Funds Management Queries



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Grants and Funds Management Queries

If you need to . . .

- View project team assignments
- Review projects that are over budget
- Review project balances and variance
- Monitor cost-share budget, actuals, and balance
- Find projects ending within 90 days
- Review existing projects on advance
- Review new projects pending on advance
- Identify projects with no expenses posted in the last 60 days

Use this query!

- SC_PROJECT_TEAM_LIST
- SC_GM_PROJECT_OVER_BUDGET
- SC_GM_PROJECT_SUMMARY
- SC_GM_PROJECT_COST_SHARE
- SC_GM_PROJECT_END_90_DAYS
- SC_GM_BILL_PLANS_ON_HOLD
- SC_GM_AT_RISK_PENDING
- SC_GM_PROJ_NO_EXP_IN_60_DAYS



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SC_PROJECT_TEAM_LIST

What does it do?

Shows project team assignments and project responsibilities.

When would I use it?

- Find all projects assigned to an individual.
- View the team assigned to a specific project.
- Identify projects that need reassignment when an employee changes roles or leaves.

Key Search Criteria:

- USCID
- Project ID

SC_PROJECT_TEAM_LIST - SC Project Team List													
Name													
USCID													
PC BU USCSP Q													
Project Q													
Project Descr													
Primary Project Role Q													
User ID Q													
Email ID													
Dept % Q													
Project Status Active													
Oper Unit Q													
View Results													
Download results in : Excel Spreadsheet CSV Text File XML File (314 kb)													
View All First 1-100 of 466 Last 													
Row	PC BU	Oper Unit	Dept ID	Description	Project ID	Project Description	Primary Project Role	User ID	Name	USCID	Email	Project Status	End Date
1	USCSP	CL040	155400	MECHANICAL ENGINEERING RESEARCH	10004762	Remote Ultrasonic Diagnostics	BM					A	12/31/2025
2	USCSP	CL040	967849	SMT BUSINESS AFFAIRS	10004762	Remote Ultrasonic Diagnostics	BM					A	12/31/2025
3	USCSP	CL040	155200	CIVIL ENGINEERING RESEARCH	10009019	Investigation of Fouling Effec	BM					A	08/15/2026
4	USCSP	CL040	155100	CHEMICAL ENGINEERING RESEARCH	10009432	Integrating Scholarships, Acad	BM					A	05/31/2026
5	USCSP	CL040	155200	CIVIL ENGINEERING RESEARCH	10009757	Investigation of Fouling Parti	BM					A	12/31/2027
6	USCSP	CL040	155100	CHEMICAL ENGINEERING	10009773	Parametric Studies of	BM					A	12/31/2026

Key Tip: Search by USCID to see every project assigned to one employee at once.

Project Team List

Role	Abbreviation
Business Manager	BM
Principal Investigator	PI
Co-Investigator	CPI
Post Award Accountant (GFM)	CGA
Approver 1	APPRV_1
Key Personnel	KEY
Project Manager	PROJECT_MANAGER
Post Award Accountant (GFM) <i>typically closed projects only</i>	CGA_OLD

Please review project-team assignments when employees leave or responsibilities change, and submit updates as needed.



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SC_GM_PROJECT_OVER_BUDGET

What does it do?

Identifies projects that are over budget as of the current date.

When would I use it?

- Review project overages.
- Identify projects requiring correction.
- Monitor projects within your department.

Key Search Criteria:

- Department
- Business Unit

SC_GM_PROJECT_OVER_BUDGET - Review Projects Over Budget

SetIDUSC01

Billor Portfolio

Operating Unit

Department130200

Principal Investigator

Billing Type

Bill Cycle

Business UnitUSCSP

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (3 kb)

View All

First 1-2 of 2 Last

Row	Billor Portfolio	Operating Unit	Operating Unit Name	Department	Department Name	Project	Project Name	Principal Investigator	Sponsor	Project Status	Contract	Project Type	Billing Type	Bill Cycle	Project Start Date	Project End Date	BUDGET	ACTUALS	BALANCE	Overage Date	Overage Age (Days)	OVERAGE NOTES	USC Combo Key
1	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	10012471	Organometallic Catalysis from	Natalia Shustova	US Department of Energy	A	CON0006600	FEDRL	Cost Reimbursable Plan	LOC	09/01/2022	08/31/2026	225000.00	225983.28	-983.28	09/02/2026	-20	9.1.26 Email department regarding overage, due date 9.20.26	U00031949
2	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	10011940	Collaborative Research: CAS: M	Chuanbing Tang	National Science Foundation	A	CON0006299	FEDRL	Cost Reimbursable Plan	LOC	07/01/2022	09/30/2026	395000.00	400401.02	-5401.02	09/02/2026	-20	9.2.26 Email department regarding overage, due date 9.21.26	U00031122

Key Tip: Review this query regularly to address overages promptly.

SC_GM_PROJECT_SUMMARY

What does it do?

Provides an overview of project balances and key project details.

When would I use it?

- Review project balances.
- Identify projects with low remaining balances.
- Monitor projects nearing their end date.

Key Search Criteria:

- Department
- Project ID

SC_GM_PROJECT_SUMMARY - Project Variance Report																					
SetID USC01 Billor Portfolio Department 130200 Principal Investigator Contract Project Project Status (A or I) A Fed Awd ID# View Results Download results in: Excel Spreadsheet CSV Text File XML File (73 kb) View All																					
Row	Billor Portfolio	Department	Department Name	Principal Investigator	Project	Project Name	Project Primary	Project Status	Fed Awd ID#	Bill to Sponsor ID	Sponsor	Contract	Project Type	Bill Cycle	Billing Type	Project Start Date	Project End Date	BUDGET	ACTUALS	BALANCE	UNBILLED AMOUNT (CRB ONLY)
1	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Hans-Conrad Zur Loye	10007144	Center for Hierarchical	Y	A	DE-SC0016574	SPN0000846	DOE - Drawdown	CON0003228	FEDRL	LOC	Cost Reimbursable Plan	08/01/2016	07/31/2026	10616592.00	10616580.96	11.04	505.75
2	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Chuanbing Tang	10009734	Control of Facial Amphiphilic	Y	A	R01AI149810	SPN0000860	HHS - Drawdown	CON0004941	FEDRL	LOC	Cost Reimbursable Plan	12/01/2019	07/31/2026	1103134.00	1103132.64	1.36	0.00
3	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Brian Benicewicz	10010544	Evaluation of a New Process fo	Y	A		SPN0002401	BASF New Business GmbH	CON0005454	COMMR	QUARTERLY	Grants Fixed Amt Bill/Rev Plan	10/15/2020	03/31/2027	1788652.00	1679181.61	109470.39	0.00
4	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Hans-Conrad Zur Loye	10010979	Crystal Growth o	Y	A	DE-SC0018739	SPN0000846	DOE - Drawdown	CON0005724	FEDRL	LOC	Cost Reimbursable Plan	06/15/2021	06/14/2027	1129698.00	966023.05	163674.95	14703.57
5	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Christopher Sutton	10011495	Beyond-DFT Electrochemistry	Y	A	DE-SC0022247	SPN0001248	Rensselaer Polytechnic Institute (RPI)	CON0006033	FEDRL	MOAUTOEMAL	Cost Reimbursable Plan	09/01/2021	08/31/2027	506000.00	397030.14	108969.86	-5348.21
6	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Caryn Elizabeth Outten	10011655	Mechanisms of Fungal Iron Regu	Y	A	R35GM118164	SPN0000860	HHS - Drawdown	CON0006137	FEDRL	LOC	Cost Reimbursable Plan	02/01/2022	01/31/2027	1925290.00	1764450.17	160839.83	8724.73
7	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Dmitry V. Peryshkov	10011916	Redox-Active Carborane Cluster	Y	A	2154828	SPN0000847	NSF - Drawdown	CON0006284	FEDRL	LOC	Cost Reimbursable Plan	08/01/2022	07/31/2026	456907.00	455810.55	1096.45	0.00
8	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Chuanbing Tang	10011940	Collaborative Research: CAS: M	Y	A	2203388	SPN0000847	NSF - Drawdown	CON0006299	FEDRL	LOC	Cost Reimbursable Plan	07/01/2022	09/30/2026	395000.00	400401.02	-5401.02	7334.42
9	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Hui Wang	10011942	Ligand Dynamics and Chemistry	Y	A	2202928	SPN0000847	NSF - Drawdown	CON0006301	FEDRL	LOC	Cost Reimbursable Plan	08/15/2022	07/31/2027	487098.00	424400.72	62697.28	3951.53
10	BILLER01	130200	CHEMISTRY & BIOCHEMISTRY	Hans-Conrad Zur Loye	10011995	PIONEERING A	Y	A	DE-AR0001614	SPN0000612	Rutgers	CON0006338	FEDRL	MOAUTOEMAL	Cost Reimbursable Plan	07/15/2022	04/14/2027	627000.00	520587.10	106412.90	0.00

Key Tip: Use this query to spot projects that may need follow-up before they close.

SC_GM_PROJECT_COST_SHARE

What does it do?

Displays a project's cost-share budget, actuals, and remaining balance.

When would I use it?

- Monitor cost-share spending.
- Review cost-share balances.
- Confirm spending meets required cost-share commitments.

Key Search Criteria:

- Department
- Principal Investigator

SC_GM_PROJECT_COST_SHARE - Cost Share Variance Report

SetIDUSC01

Billor Portfolio

Operating Unit

Department130200

Principal Investigator

Project

Contract

Project StatusA

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (3 kb)

View All

First 1-5 of 5 Last

Row	Billor Portfolio	Operating Unit	Operating Unit Name	Department	Department Name	Principal Investigator	Project	Project Name	Project Status	Sponsor	Contract	Project Type	Billing Type	Project Start Date	Project End Date	COST SHARE BUDGET	COST SHARE ACTUALS	COST SHARE BALANCE
1	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Hans-Conrad Zur Loye	10011995	PIONEERING A CERMET	A	Rutgers University	CON0006338	FEDRL	Cost Reimbursable Plan	07/15/2022	04/14/2027	47905.00	33046.15	14858.85
2	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Kevin Huang	10013862	Accelerated Discovery	A	University of Colorado at Boulder	CON0007423	FEDRL	Cost Reimbursable Plan	10/01/2023	09/30/2026	17885.00	31252.76	-13367.76
3	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Qian Wang	10014153	Biomanufacturing of bioac	A	SC Research Authority	CON0007590	PHLAN	Grants Fixed Amt Bill/Rev Plan	07/01/2024	06/30/2027	290000.00	100000.00	190000.00
4	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Susan Richardson	10014824	How Well Does Total Organic FI	A	Clemson University	CON0008002	FEDRL	Cost Reimbursable Plan	01/01/2025	12/31/2027	310000.00	162187.36	147812.64

Key Tip: Compare actuals to the budget to monitor the required cost-share ratio.

SC_GM_PROJECT_END_90_DAYS

What does it do?

Identifies projects ending within the next 90 days.

When would I use it?

- Prepare for project closeout.
- Identify projects that may need a no-cost extension.
- Plan for upcoming end dates.

Key Search Criteria:

- Department
- Principal Investigator

SC_GM_PROJECT_END_90_DAYS - Project Ends within 90 days															
SetID		USC01													
Biller Portfolio															
Operating Unit															
Department		130200													
Principal Investigator															
View Results															
Download results in :		Excel Spreadsheet CSV Text File XML File (3 kb)													
View All		First 1-6 of 6 Last													
Row	Biller Portfolio	Operating Unit	Operating Unit Name	Department	Department Name	Principal Investigator	Project	Project Description	Sponsor ID	Sponsor	Contract	Project Status	Project Start Date	End Date	Days Until End Date
1	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Chuanbing Tang	10011940	Collaborative Research: CAS: M	SPN0000847	NSF - Drawdown	CON0006299	A	07/01/2022	09/30/2026	8
2	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Kevin Huang	10013862	Accelerated Discovery	SPN0001139	University of Colorado at Boulder	CON0007423	A	10/01/2023	09/30/2026	8
3	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Natalia Shustova	10015531	Photophysics of Adaptive Mater	SPN0000005	Camille & Henry Dreyfus Foundation, Inc.	CON0008437	A	10/31/2025	10/30/2026	38
4	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Ken D. Shimizu	10012975	Development of Molecular Devic	SPN0000847	NSF - Drawdown	CON0006900	A	11/01/2023	10/31/2026	39
5	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Natalia Shustova	10015508	ACS Graduate Student Success G	SPN0000373	American Chemical Society	CON0008423	A	11/01/2025	10/31/2026	39
6	BILLER01	CL071	ARTS AND SCIENCES	130200	CHEMISTRY & BIOCHEMISTRY	Qian Wang	10016006	ADVANCE ACCOUNT RII Track-1: A	SPN0000308	Clemson University	CON0007134	A	08/01/2026	10/31/2026	39

Key Tip: Review this query early enough to allow time for closeout actions or extension requests.

SC_GM_BILL_PLANS_ON_HOLD

What does it do?

Identifies existing projects that are on advance.

When would I use it?

- Review projects on advance.
- Confirm whether an award modification is needed.
- Identify projects that should be removed from advance status.

Key Search Criteria:

- Department
- Principal Investigator

Key Tip: Projects on advance cannot be invoiced.

SC_GM_BILL_PLANS_ON_HOLD - PROJECTS BILL PLANS ON HOLD																		
SetID USC01																		
Biller Portfolio																		
Operating Unit CL071																		
Department 130600																		
Principal Investigator																		
View Results																		
Download results in : Excel SpreadSheet CSV Text File XML File (1 kb)																		
View All																		
First 1-1 of 1 Last																		
Row	Biller Portfolio	Operating Unit	Operating Unit Name	Department	Department Name	Principal Investigator	Project	Project Name	Contract Number	Billing Plan	Bill Plan Type	Sold To Sponsor	Sold To Sponsor Name	Project End Date	Hold	Date Put On Hold	Billing Status	Risk Hold Notes
1	BILLER01	CL071	ARTS AND SCIENCES	130600	MATHEMATICS	Lili Ju	10014426	AA - DyGenAI: Dynamic Generati	CON0007752	B101	Cost Reimbursable Plan	SPN0002348	US Department of Energy	11/30/2026	Y	08/27/2026	PRG	

SC_GM_AT_RISK_PENDING

What does it do?

Identifies new projects that have been initially set up on advance.

When would I use it?

- Review new projects on advance.
- Confirm whether an award has been received.
- Identify projects that should be removed from advance status.

Key Search Criteria:

- Department
- Principal Investigator

SC_GM_AT_RISK_PENDING - At Risk Projects

SetIDUSC01

Billor Portfolio

Operating UnitCL040

Department

Principal Investigator

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (12 kb)

View All

First 1-7 of 7 Last

Row	Billor Portfolio	Operating Unit	Operating Unit Name	Department	Department Name	Project	Project Description	Principal Investigator	Contract	Contract Status	Sponsor ID	Sponsor Name	Project Start Date	Project End Date	Billing Plan	Billing Plan	Cycle ID	Billing Status	Risk Hold Notes
1		CL040	ENGINEERING - COMPUTING	155300	ELEC & COMPUTER ENG RESEARCH	10016234	Electric Ship Research and Dev	Herbert Luther Ginn	CON0008830	PENDING	SPN0000236	ADVANCE ACCOUNT	05/03/2026	11/30/2026	B101	Cost Reimbursable Plan		Pending	
2		CL040	ENGINEERING - COMPUTING	155300	ELEC & COMPUTER ENG RESEARCH	10016237	Electric Ship Research and Dev	Roger Dougal	CON0008830	PENDING	SPN0000236	ADVANCE ACCOUNT	05/03/2026	11/30/2026	B102	Cost Reimbursable Plan		Pending	
3		CL040	ENGINEERING - COMPUTING	155300	ELEC & COMPUTER ENG RESEARCH	10016235	Electric Ship Research and Dev	Kristen Booth	CON0008830	PENDING	SPN0000236	ADVANCE ACCOUNT	05/03/2026	11/30/2026	B102	Cost Reimbursable Plan		Pending	
4		CL040	ENGINEERING - COMPUTING	155300	ELEC & COMPUTER ENG RESEARCH	10016236	Electric Ship Research and Dev	Enrico Santi	CON0008830	PENDING	SPN0000236	ADVANCE ACCOUNT	05/03/2026	11/30/2026	B102	Cost Reimbursable Plan		Pending	
5	BILLER04	CL040	ENGINEERING - COMPUTING	155400	MECHANICAL ENGINEERING RESEARCH	10016041	ADVANCE ACCOUNT AL-STRATA3D: A	Sourav Banerjee	CON0008732	PENDING	SPN0000236	ADVANCE ACCOUNT	07/14/2026	10/13/2026	B101	Cost Reimbursable Plan	MOAUTOEMAL	Pending	
6	BILLER04	CL040	ENGINEERING - COMPUTING	155100	CHEMICAL ENGINEERING RESEARCH	10016073	ADVANCE ACCOUNT Battery Recycl	WILLIAM E. MUSTAIN	CON0008748	PENDING	SPN0000236	ADVANCE ACCOUNT	08/01/2026	10/31/2026	B101	Cost Reimbursable Plan	MOAUTOEMAL	Pending	
7	BILLER04	CL040	ENGINEERING - COMPUTING	155100	CHEMICAL ENGINEERING RESEARCH	10016120	ADVANCE ACCOUNT Demonstration	Jay Gaillard	CON0008779	PENDING	SPN0000236	ADVANCE ACCOUNT	08/01/2026	11/30/2026	B101	Cost Reimbursable Plan	MOAUTOEMAL	Pending	

Key Tip: Review pending projects regularly as awards and project information are finalized.

SC_GM_PROJ_NO_EXP_IN_60_DAYS

What does it do?

Identifies projects with no expenses posted in the last 60 days or more.

When would I use it?

- Identify projects with inactive expense activity.
- Confirm expenses are posting to projects.
- Review projects that may need follow-up.

Key Search Criteria:

- Department

SC_GM_PROJ_NO_EXP_IN_60_DAYS - Projects No Expenses 60 Days																		
SetID USC01																		
Billor Portfolio																		
Operating Unit																		
Department 130200																		
Status A																		
View Results																		
Download results in : Excel SpreadSheet CSV Text File XML File (1 kb)																		
View All First 1-2 of 2 Last																		
Row	Billor Portfolio	Oper Unit	Department	Department Name	Principal Investigator	Project	Project Name	Project Status	Sponsor ID	Sponsor	Contract	Project Type	Bill Cycle	Billing Type	Project Start Date	Project End Date	Max Acctg Date	Balance
1	BILLER01	CL071	130200	CHEMISTRY & BIOCHEMISTRY	Hans-Conrad Zur Loye	10012048	New Fluoride and Oxyfluoride M	A	SPN0000847	National Science Foundation	CON0006367	FEDRL	LOC	Cost Reimbursable Plan	08/01/2022	07/31/2027	05/14/2026	6.00
2	BILLER05	CL071	130200	CHEMISTRY & BIOCHEMISTRY	Susan Richardson	10014848	Impact of Moderate and High Se	A	SPN0000847	National Science Foundation	CON0008014	FEDRL	LOC	Cost Reimbursable Plan	01/15/2025	12/31/2027	06/25/2026	141450.96

Key Tip: Review results to confirm expenses are posting timely and to the correct project.



Demonstration

View and access Queries in PeopleSoft Finance



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Other Useful Queries

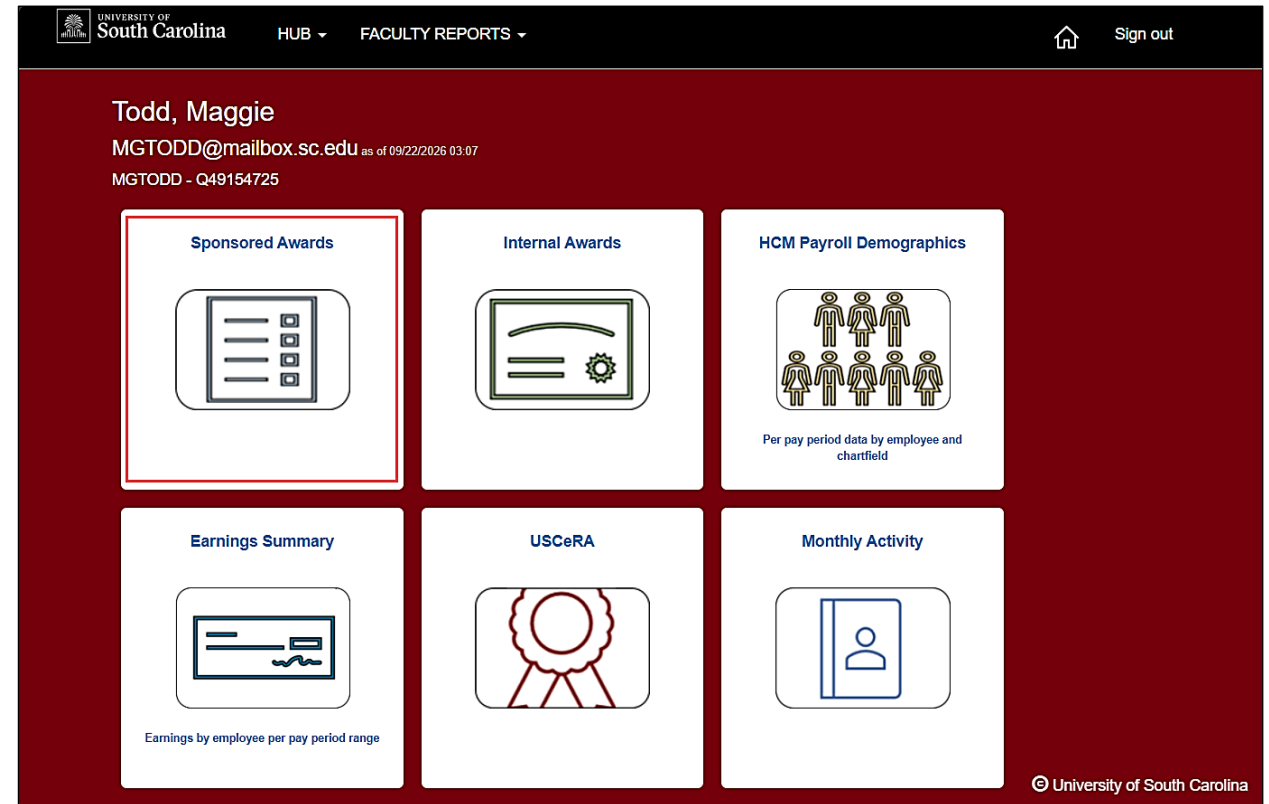
Query Name	Purpose	Use for GFM	Other Training
SC_LEDGER_ACTUAL_JOURNALS	Provides detailed General Ledger journal activity.	Research project-related transactions and confirm expenses posted to a project.	General Ledger
SC_AM_INV_AM_TABLES	Displays detailed inventory asset information, including location, custodian, acquisition details, and cost.	Identify inventory assets associated with a department or project.	Capital Assets
SC_AM_ASSET_PROJECTS	Identifies assets associated with projects.	Review capital assets charged to or connected with a project.	Capital Assets
SC_CF_DEPTFUND_XWALK	Displays active department and fund chartfield combinations.	Validate department/fund combinations before reviewing or correcting project activity	General Ledger
SC_REQUISITIONS	Displays requisition details and status.	Research purchasing activity related to a project.	Capital Assets
SC_VOUCHERS	Displays voucher details and payment status.	Research supplier payments and expenses charged to a project	Accounts Payable
SC_PY_COMBO_CODES	Displays valid payroll chartfield combination codes.	Confirm valid payroll chartfields for project-related payroll expenses.	Payroll Payroll Queries can be found in <i>PeopleSoft HCM</i>

Grant Dashboard

Use the Grant Dashboard (<https://financeintranet.sc.edu/>) to access detailed expense data.

Resources:

- [Using Faculty Reports in Finance Intranet/Grant Dashboard Webinar Recording](#)
- [Using Faculty Reports in Finance Intranet/Grant Dashboard Presentation \[pdf\]](#)
- [How to Use the Grant Dashboard - Job Aid \[pdf\]](#)
- [Drilling Down into the Expenses/Payroll in the Grant Dashboard Job Aid \[pdf\]](#)



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Resources and Communications



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Office of the Controller

Office of the Controller

General Accounting

Grants and Funds Management

Sponsored Award Set Up

Sponsored Award Management

Sponsored Award Invoicing and AR

Sponsored Award Reporting

Sponsored Post Award Close Out

Grants and Funds Staff Directory

Compliance and Tax Management

Payroll Department

Operational Management and Reporting

External Financial Reporting and Transparency

Resource and Training Toolbox

Contact Us

Grants and Funds Management

Grants and Funds Management is responsible for the accounting and management of all restricted grants and contracts within the university system.

Grants and Funds Management Staff Directory

To identify the team member to best meet your needs or to find the contact information for a specific person, please [review our staff directory](#).

Contact Grants and Funds Management

For questions about any Grants and Funds Management services, please contact your **Post Award Accountant (PAA)**.

The goal of the Grants and Funds Management team is to provide accurate and reliable financial information to Principal Investigators, university grant support personnel, and sponsors for all sponsored awards. Our team:

- monitors all post award sponsored programs expense activities
- reviews expenses for compliance with grant terms and Uniform Guidance
- prepares and submits all invoices for sponsored programs, applies payments, and performs collections as necessary
- prepares all financial reporting and provides financial status information for sponsors
- manages external sponsor audits and desk reviews
- responsible for set up of all sponsored programs in PeopleSoft
- responsible for close out of all sponsored program awards in

Where to Find the Resources

Visit the Controller's Office website for Grants and Funds Management information.





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Grant Administration

Grant Administration of Sponsored Awards supports academic and administrative business units to include personnel management, fiscal operations, and coordination with multiple governing areas to ensure compliance with Uniform Guidance and grant awards.

Understands and executes the various stages of the grant lifecycle including pre-award review, grant progress monitoring, and award closure in coordination with the Principal Investigators.

Below is a list of Grant Administration tasks you may be responsible for within your college/department. Sections include links to training resources that support each task.

Note: Each year the Controller's Office provides refresher trainings starting the month of February thru the end of April. Registration links for all scheduled trainings are sent to our BIZMANAGER listserv end of January, provided in our monthly newsletter, and in a prior week reminder email. On demand training can be found in the sections below.

Account Funding Change

Close Out Matrix

Cost Share

Cost Transfers

Indirect Cost (IDC)

Introduction to Grants Management

Milestone Notifications

Expand all



Where to Find the Resources

For sponsored award specific training, visit our [Grant Administration](#) page.





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Business Manager

The role of each Business Manager at the University of South Carolina varies across each college and department. Each Business Manager handles several responsibilities that directly influence the success of their departments and the University overall. They provide business expertise on a variety of topics including, but not limited to budget, expenses, supplier onboarding, transaction corrections, and University policies and procedures.

Below is a list of tasks a Business Manager may be responsible for within their college/department. Sections include links to training resources that support each task.

Note: Each year the Controller's Office provides refresher trainings starting the month of February thru the end of April. Registration links for all scheduled trainings are sent to our BIZMANAGER listserv end of January, provided in our monthly newsletter, and in a prior week reminder email. On demand training can be found in the sections below.

Account Funding Change

Expand all



AP Uploads



Business Expense Prepaid Cards



Cash Advances



Cost Transfer



Departmental Deposits



Employee Reimbursement (Non-travel)



Endowments



Finance Intranet



Where to Find the Resources

For transaction correction training resources, visit our [Business Manager](#) page.



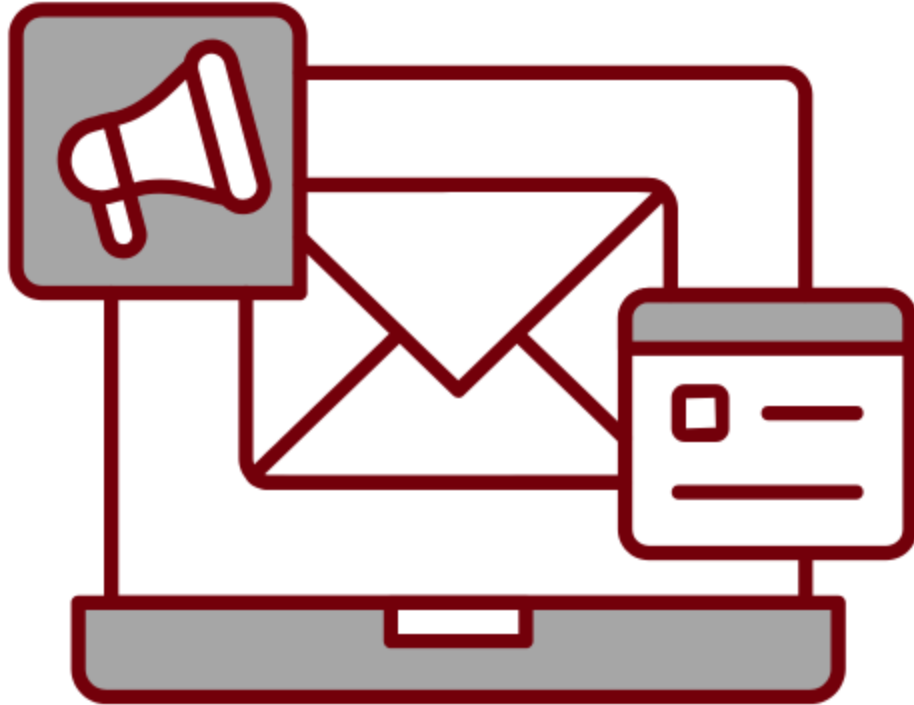
Query Viewer

To request access to Query Viewer in PeopleSoft Finance, use the [PeopleSoft Finance Access Form](#) to request for **Finance Intranet Only** under **Inquire Only** and **Operational Reporting Access**.



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Contact Us



For specific questions, please visit our [website](#) to find the appropriate contact.



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Questions



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THANK YOU!

Office of the Controller



Alone, we can do so little; together,
we can do so much.

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