



# Current and Pending Support – Pre-defined Reports

**Allowing Popups:** See <u>Pre-defined Reports Overview</u> for instructions for enabling pop-ups from GeauxGrants.

### How to Access Pre-Defined Reports:

• To access the reports, Click Sponsored Projects then click Pre-Defined reports. **IMPORTANT:** Output of reports is based on your current security role in GeauxGrants.

Sponsored Projects	Click Sponsored Pojects or Award Tracking			<i>v</i>
Award Tracking	information you want			
Human Protocol	Proposal			2) Then click
IACUC	Accessing Records/Reporting			Pre-Defined Reports
Conflict of Interest / PM-11	Locate records by using filters	Show a listing of All my records	Pre-Defined Reports	
SPIN				
GeauxGrants Help Desk				

• Click on desired report.

Standard Reports
Please see the Help Guide for report descriptions at
https://lsu.edu/geauxgrants/sponsored_projects/pdf_documents/pre-defined_reports.pdf
Current & Pending Support - Awards by Investigator
Current & Pending Support - Proposals by Investigator
Gold Team Proposal Specialist Assignments
History of Awards by Investigator
Lookup GeauxGrants Number by Workday Award Number
Lookup GeauxGrants Number by Workday Grant Line
Lookup Workday Award/Grant by GeauxGrants Number
Mod Requests pending SPA Approval
Overall Proposals Routing
Overall Subaward Specialist
Purple Team Proposal Specialist Assignments
<ul> <li>Subaward Institution Search (enter subrecipient name)</li> </ul>
Subaward Number Search
Subawards in Process
Subawards Issued FY22
Subawards Issued FY23
Subawards Issued FY24
Subawards Issued FY25
Subawards Issued FY24     Subawards Issued FY25



#### **Current & Pending Support - Awards by Investigator**

• Allows users to search for Active Awards by Investigator. You will be prompted to look up the investigator's name. Once selected, click Run Report in top right corner.

urrent & Pending Support - Awards by Investigator Optional	5) Run Report Clo
Include Title Include	e Date/Time
Query Criteria Condition Value	
nvestigator - Name (PT Awarded) = V Lookup	
Select value - Google Chrome	- 🗆 X
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=	P1&ReturnFunc=ProgTextPopupPersonnelF
<ul> <li>eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&amp;System=</li> <li>2) Enter last name first in the progressive text field pop-up</li> </ul>	4) Select Close
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=  2) Enter last name first in the progressive text field pop-up  tiger	4) Select Close
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=  2) Enter last name first in the progressive text field pop-up  tiger  Tiger, (L12) Mike the LSUAM   Sch of VETM   Comparative Biomedical Science   CCCC	4) Select Close
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=  2) Enter last name first in the progressive text field pop-up  tiger  Tiger, (L12) Mike the LSUAM   Sch of VETM   Comparative Biomedical Science   CC00 Tiger, (L16) Mike the LSUAM   ORED   LA Sea Grant Omnibus Award   CC00310	4) Select Close 3) Select the
<ul> <li>eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&amp;System=</li> <li>2) Enter last name first in the progressive text field pop-up</li> <li>tiger</li> <li>Tiger, (L12) Mike the LSUAM   Sch of VETM   Comparative Biomedical Science   CC00</li> <li>Tiger, (L16) Mike the LSUAM   ORED   LA Sea Grant Omnibus Award   CC00310</li> <li>Tiger, (L17) Mike the LSUAM   Sch of VETM   Pathobiological Sciences   CC00293</li> </ul>	4) Select Close 3) Select the correct profile
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=     2) Enter last name first in the progressive text field pop-up  tiger  Tiger, (L12) Mike the LSUAM   Sch of VETM   Comparative Biomedical Science   CC00 Tiger, (L16) Mike the LSUAM   ORED   LA Sea Grant Omnibus Award   CC00310 Tiger, (L17) Mike the LSUAM   Sch of VETM   Pathobiological Sciences   CC00290  Tiger, (L17) Mike the LSUAM   Sch of VETM   Veterinary Clinical Sciences   CC00290	4) Select Close 3) Select the correct profile
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=     2) Enter last name first in the progressive text field pop-up  tiger  Tiger, (L12) Mike the LSUAM   Sch of VETM   Comparative Biomedical Science   CC002 Tiger, (L17) Mike the LSUAM   Sch of VETM   Pathobiological Sciences   CC00293 Tiger, (L20) Mike the LSUAM   Sch of VETM   Veterinary Clinical Sciences   CC00293	4) Select Close 3) Select the correct profile
eradev.lsu.edu/PopUpSelectProg.asp?Parameter=PersonWithDept&System=     2) Enter last name first in the progressive text field pop-up  tiger  Tiger, (L12) Mike the LSUAM   Sch of VETM   Comparative Biomedical Science   CC002 Tiger, (L16) Mike the LSUAM   ORED   LA Sea Grant Omnibus Award   CC00310 Tiger, (L17) Mike the LSUAM   Sch of VETM   Pathobiological Sciences   CC00293 Tiger, (L20) Mike the LSUAM   Sch of VETM   Veterinary Clinical Sciences   CC00293 Tiger, (L20) Mike the LSUAM   Sch of VETM   Pathobiological Sciences   CC00293 Tiger, (L20) Mike the LSUAM   Sch of ScI   Chemistry   CC00145	4) Select Close 3) Select the correct profile

• The output provides most data points for federal Current & Pending Support or Other Support.

1 result(s) matched the criteria Institution Number Project Title Sponsor Award Number Contact PI Full Name Sponsor Name Awarded Project Period Start Date Awarded Project Period End Date Anticipated Total Award Amount Investigator Role Workday Award Number AVX210175 International 205032 U 12 (2014) International Sciences Emolderer (VEE). 0 1/st 2014	Reporting Tool	Results								Export to Excel	Print/PDF
Institution Number Project Title Sponsor Award Number Contact PI Full Name Sponsor Name Awarded Project Period Start Date Awarded Project Period End Date Anticipated Total Award Amount Investigator Role Workday Award Number	1 result(s) matched t	he criteria									
AM241075 test properal 2050022 (1.17) Mike the Tiper IN Visional Science Equipation (NSE) 01 Jul 2024 20 Jun 2025 S52 059 00 DDDI AMD 001224	Institution Number	Project Title	Sponsor Award Number	Contact PI Full Name	Sponsor Name	Awarded Project Period Start Date	Awarded Project Period End Date	Anticipated Total Award Amount	Investigator Role	Workday Award Number	
	AM241075	test proposal	2050032	(L17) Mike the Tiger	National Science Foundation (NSF)	01-Jul-2024	30-Jun-2025	\$52,968.00	PD/PI	AWD-001234	

- **NOTE:** The Awarded Project Period End Date is based on current award documents. You may be expecting outyears which have not been obligated. If outyears are expected, then list anticipated project period end date on your Current & Pending Support.
- In order to locate committed effort. Click on blue hyperlink for Institution Number. This will open the Proposal Tracking record. Click plus sign next to Submission to expand.

Done Save test proposa Test (L17) M	Done     Save     test proposal Test (L17) Mike the Tiger (National Science Foundation (NSF))								
Submissions (1) - Submission Summary									
🐵 AM241075/New 🕂 🚄	Add New PT 🔃 🖌	Add New PD 🔞							
Add New PT	түре 👩	NUMBER	MASTER 🕐	REPORTABLE	CREATED	SUBMITTED	STATUS 👩		
Add New PD	New	AM241075	•		10-May-2024	14-May-2024	Submitted		
Admin Staff (0)									
Agreements (0)									



#### Last Updated 12/04/2024

#### • Click Budget tab and then click Details next to investigator's name.

St	ubmissions (1) —	Budget Summary										
	@ AM241075/New —	Project Period: @	Source View:			Rollup subprojects:		Proposa	al Structure	Import/Export	New Period	New Modifie
	Summary	01-Juli-2024 to 51-Way-2020	Sponsor	× 0		Not Rollup 👻 🔞						
	Sponsor	Budget Summary [Hide]										
	Derronnel (2)			Periods [hi	de]				Sponsor [show]	Cost Sharing [show]		Project [hide]
	reisonner(s) T	YEAR/PERIOD	INCREMENT	START	END	TYPE	STATUS		TOTAL	TOTAL	DIRECTS	F&A
	Budget —	1	1	01-Jun-2024	31-May-2025	New*	Proposed		\$ 26,484	-	\$ 17,656	\$ 8,828
<b>_</b> _		2	2	01-Jun-2025	31-May-2026	New*	Proposed		26,438	-	17,625	8,813
	Period 1 +							Total:	\$ 52,922	\$ 0	\$ 35,281	\$ 17,641
	Period 2 +	Personnel [Hide]										
	F&A	N								PER	IOD 1 PERIC	DD 2 DIRECT COSTS
		Detail Tiger, (L17) Mike	PD/PI							\$ 1	7,656 \$ 17	625 \$ 35,281
	Cost Snaring	Detail Tiger, (L12) Mike	Other Senior Personnel								-	- 0 F

#### • This will show you the yearly proposed effort.

Budget Detail for: Tiger, (L17) Mike										
Detail Appointments Justifications	Cost Sharing Effort Periods		Save and Close Save Close							
Costs by Budget Period		1	Person Months  Show Calculation Details							
PERIOD ROLE BASE SALARY	CALENDAR ACADEMIC SUMMER	SALARY	FRINGE BENEFITS TOTAL							
1 PD/PI 75,000	2.00 0.00 0.00	12,500 <u>Employee</u>	5,156 \$ 17,656							
2 PD/PI 📈 % 75,000	2.00 0.00 0.00	12,500 <u>Employee</u>	5,125 17,625							
	Tatal	\$ 25,000	\$ 10,281 \$ 35,281							
	**Click Save to calculate salary and fringe benefits. This is required because appointment data is being used.									

• You can also review the Budget Justification from either the Budget-Justifications tab or Attachments tab.



![](_page_3_Picture_0.jpeg)

- You should also review future transactions to see if any Modification/Prior Approval Requests have been submitted and approved by the sponsor for effort reductions.
- Workday also tracks effort for Senior/Key Personnel who require sponsor prior approval to reduce effort. Refer to <u>Award Key Personnel Commitments</u> for instructions.

#### Current & Pending Support - Proposals by Investigator

• Allows users to search for Proposals in Submitted status by Investigator. You will be prompted to look up the investigator's name. Once selected, click Run Report in top right corner.

![](_page_3_Figure_6.jpeg)

• The output provides most data points for federal Current & Pending Support or Other Support.

Reporting To	ool Results										Export to Excel Print/PDF
1 result(s) matcl	ned the criteria										
Institution Number	Proposal Type	Submitted Date	Proposal Status	Project Title	Sponsor Proposal Number	Contact PI Full Name	Investigator Role	Sponsor Name	Proposed Project Period Start Date	Proposed ed Project Period End Date	Requested Total Sponsor Costs
AM241075	New	14-May-2024	Submitted	test proposal		(L17) Mike the Tiger	PD/PI	National Science Foundation	01-Jun-2024	31-May-2026	\$52,922

![](_page_4_Picture_0.jpeg)

#### Last Updated 12/04/2024

• In order to locate proposed effort. Click on blue hyperlink for Institution Number. This will open the Proposal Tracking record. Click plus sign next to Submission to expand.

Done Save test pr Test (L	Done     Save     test proposal       Test (L17) Mike the Tiger (National Science Foundation (NSF))									
Submissions (1) _ Submission Summary										
🕫 AM241075/New 🕂	🛞 AM241075/New 🛛 + 🥌 Add New PT 🔂 Add New PD 🔞									
Add New PT		түре 👩	NUMBER 👩	MASTER 👩	REPORTABLE 😰	CREATED	SUBMITTED 👩	STATUS 👩		
Add New PD	N	ew	AM241075		✓	10-May-2024	14-May-2024	Submitted		
Admin Staff (0)										
Agreements (0)										

• Click Budget tab and then click Detail next to investigator's name.

S	ubmissions (1) —	Budget Summary										
	@ AM241075/New —	Project Period:	Source View:			Rollup subprojects:	[	Propos	al Structure	Import/Export	New Period	New Modifie
	Summary	01-Jun-2024 to 31-May-2026	Sponsor	~ @		Not Rollup 🗸 🚱						
	Sponsor	Budget Summary [Hide]										
	Personnel (3) +			Periods [hide	]				Sponsor [show]	Cost Sharing [show]		Project [hide]
	Personner (3)	YEAR/PERIOD	INCREMENT	START	END	TYPE	STATUS		TOTAL	TOTAL	DIRECTS	F&A
	Budget —	1	1	01-Jun-2024	31-May-2025	New*	Proposed		\$ 26,484	-	\$ 17,656	\$ 8,828
<b>_</b> _	,	2	2	01-Jun-2025	31-May-2026	New*	Proposed		26,438		17,625	8,813
	Period 1 +							Total:	\$ 52,922	\$ 0	\$ 35,281	\$ 17,641
	Period 2 +	Personnel [Hide]										
	F&A	N								PER	IOD 1 PERIO	D 2 DIRECT COSTS
	Cost Sharing	Detail Tiger, (L17) Mike	PD/PI							\$ 1	7,656 \$ 17,	625 \$ 35,281
	Justifications	Detail Tiger, (L12) Mike	Other Senior Personnel								-	- 0 F

• This will show you the yearly proposed effort.

Budget Detail for: Tiger, (L17) Mike									
Detail Appointments Justifications	Cost Sharing Effort Periods		Save and Close	Save Close					
Costs by Budget Period		1	Person Months 🗸 Show Calc	ulation Details					
PERIOD ROLE BASE SALARY	CALENDAR ACADEMIC SUMMER	SALARY	FRINGE BENEFITS	TOTAL					
1 PD/PI 75,000	2.00 0.00 0.00	12,500 <u>Employee</u>	5,156	\$ 17,656					
2 PD/PI 😹 96 75,000	2.00 0.00 0.00	12,500 <u>Employee</u>	5,125	17,625					
	Tatal	\$ 25,000	\$ 10,281	\$ 35,281					
	**Click Save to calculate salary and fringe benefits. This is required because appointment data is being used.								

![](_page_5_Picture_0.jpeg)

#### Last Updated 12/04/2024

• You can also review the Budget Justification from either Budget-Justifications tab or Attachments tab.

Submissions (1) —	Budget Summary
🕫 AM241075/New 🗕	Project Period:
Summary	01-Jun-2024 to 31-May-2
Sponsor	Budget Summary [Hide]
Personnel (3) +	YEAR/PERIOD
Budget —	1
Period 1 +	2
Period 2 +	Personnel [Hide]
F&A	NAME
Cost Sharing	Detail Tiger, (L17)
Justifications	Detail Tiger, (L12)
 Setup	Louisiana State Unive 🗸
Agreements (0)	·
Communications (0)	Non-Personnel [hide]
Attachments (4) +	No records to display.
Approvals (0)	

• If any proposals listed on this report have been declined by the sponsor, please email <u>osp@lsu.edu</u> to let the Office of Sponsored Programs (OSP) know. OSP will then update the proposal status to Declined.

## **Exporting Reports to Excel**

All reports can be exported to excel. After running the report, click on Export to Excel in top right corner.

Reporting Tool Results

Export to Excel Print/PDF