

Banner Finance Release Guide

*Release 7.4.1
November 2008*



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Revision History Log**Publication Date Summary**

November 2008	New version that supports Finance 7.4.1 software.
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Introduction

This document provides detailed information about the Banner Finance 7.4.1 release only.

Enhancement for Release 7.4.1

This document describes the following enhancement and changes.

Federal Financial Report

The Office of Management and Budget (OMB) announced a new reporting format for the financial status of grants and cooperative agreements. This new reporting format, the Federal Financial Report (also known as the *FFR*) will streamline and simplify the reporting of each grant, or multiple grants, to their respective Federal agencies. The FFR format is intended to replace both the Federal Cash Transactions Report (SF 272) and the Financial Status Report (SF 269).

The Banner 7.4.1 release introduces the new FFR format. Since the adoption of this new report format should begin now and may continue into October 2009, the SF-272 and SF-269A reports will continue to be available as part of the Banner baseline product.

System Requirements

Before you install and use Banner Finance Release 7.4.1, you must first install the Banner Finance Release 7.4 software.





Overview

The Office of Management and Budget (OMB) provided a sample format in the Federal Register for use in the design of the Federal Financial Report. The Banner Federal Financial Report delivered with this release mimics the OMB's sample report and provides a pool of data elements such as agency and recipient information; grant dates; and a cumulative view of transactions up to the reporting period end date. This report also includes an attachment form for reporting multiple grants or PMS codes.

To accommodate this new report, the following additions and changes were made:

- The new FFR format was added to the Billing Format Validation Table and can be seen using the Billing Format Validation Form (FRVBFRM). This FFR format code is available for use when a grant reporting event is defined using the Event Assignment Form (FRAEVGA).
- The Grant Reporting process (FRRGRPT) was enhanced to accept the FFR format when generated. It populates the new Federal Financial Report Table (FRRFFRR).
- A new online form was created to retrieve the information collected through the execution of the Grant Reporting process. This new form is called the Federal Financial Report Form (FRAFFRR). It enables you to view the data elements collected, modify the data elements, add remarks, and run the new FFR report through Oracle reports.
- Seed data was added to enable the execution of the FFR report through Oracle reports.
- The Run Standard Bills and Reports Form (FRABRUN) was modified to add the FFR report to its list of available formats.

New Form

This section contains information about a new form delivered with this release, the Federal Financial Report Form (FRAFFRR).

FRAFFRR Header

This new form enables you to view or update data elements populated by the Grant Reporting Process (FRRGRPT). You can review information by Grant Code or by PMS Code. Values you update on this form will display on the Federal Financial Report (FRRFFRR).

You can use the Options menu to generate the Federal Financial Report.

You can also use the Options Menu to access the Entity Text Entry Form (FOAETXT) and add text. The text you enter on this form will display as Remarks (item 12) on the Federal Financial Report.

FRAFFRR Header

The following two fields display in the header of the Federal Financial Report form. The choice you make in this section affects the fields that display on the next block. To proceed perform the following actions:

1. Enter a value in either the **Grant** or **PMS** field.
2. Go to the next block.

Field	Description
Grant	Enter the grant number. A list of values (LOV) is available. For multiple grants or PMS, this field will be blank.
PMS	For multiple awards, enter the PMS Code. A list of values (LOV) is available.

FRAFFRR Header - Grant Code

If you selected a Grant Code in the first block of this form, the following fields will display.

Field	Description
Federal Agency	The name of the federal agency or sponsor.
Grant Sponsor ID	The Sponsor ID (from the Grant Maintenance Form, FRAGRNT).
Grant Period From	The project start date for the grant.

Field	Description
Period To	The project end date for the grant.
Recipient Organization	The name of your organization from the Research Accounting System Control Form (FRASYSC).
Address	Street address for the recipient organization.
City	City associated with the recipient organization.
State or Province	State or Province associated with the recipient organization.
Zip or Postal Code	ZIP or Postal Code associated with the recipient organization.
Note: The address fields will display the Principal Investigator's address from the Personnel window of the FRAGRNT form, if the Bill Format is defined to be FFR. If these fields are left blank, the default value comes from the Research Accounting System Control Form (FRASYSC).	
Period From	The project start date of the grant.
Period To	The Reporting period end date as defined when the Research Accounting Report Process (FRRGRPT) was executed.
Frequency	Indicates the frequency of the report.
Report Type	Indicates the type of report: Quarterly, Semi-Annual, Annual, and Final.
Final Ind	Checkbox that indicates if the report is final.
Cash Basis	Displays, as the default value, the accrual method from your chart record on the Chart of Accounts Validation Form (FTVCOAS).
PI's E-mail	Displays the e-mail address for the Principal Investigator from the Personnel window of the Grant Form (FRAGRNT).
DUNS Number	Displays the Recipient Organization's Data Universal Numbering System (DUNS) number or the Central Contract Registry extended DUNS number as defined on the Research Accounting System Control Form (FRASYSC).
Employer ID	Displays the Employer Identification Number (EIN) for the recipient's organization from FOA1099.
Submission Date	Displays the date the FFR report was executed.

Sample Header Window for FRAFFRR with a Single Grant

Following is an example of a header window for an FFR report for a single grant.

The screenshot shows a web-based form for the Federal Financial Report (FRAFFRR). The title bar reads 'Federal Financial Report FRAFFRR 7.4.1 (s4b70)'. The form is divided into several sections:

- Grant Information:** Grant: G00000123 (dropdown), Infection Associated Cancers; PMS: (empty dropdown).
- Agency and Sponsor:** Federal Agency: National Cancer Institute; Grant Sponsor ID: PA-08-157.
- Periods:** Grant Period From: 01-OCT-2008; Period To: 30-SEP-2011; Period From: 01-OCT-2008; Period To: 15-OCT-2008.
- Recipient Organization:** Recipient Organization: SunGard University; Address: 1234 College Blvd, Speakman Hall, Malvern Campus; City: Malvern; State or Province: PA; Zip or Postal Code: 19355.
- Contact and Identification:** PI's E-mail: cynthia.pavlicekkapusta@sungardhe.edu; DUNS Number: 76567890; Employer ID: 231701520.
- Reporting Options:** Frequency: (empty dropdown); Final Report; Cash Basis.
- Submission:** Submission Date: 15-OCT-2008.

FRAFFRR Report Amounts Window - Grant Code

After you review values for a grant on the header window of the FRAFFRR form, you can access the Report Amounts window.

1. Choose **Report Amounts** from the options menu, or perform a next block function.
2. The following fields display:

Field	Description
Cash Receipts	The cumulative amount of payments and transfers received to date from the Research Accounting Account Detail Table (TRRACCD).
Cash Disbursements	The cumulative amount of expenditures (direct and indirect) from the Research Accounting Transaction Detail Table (FRRBDET) as of the reporting period to date.
Cash On Hand	Calculated field: Cash Receipts - Cash Disbursements
Total Federal Funds Authorized	For a single grant, this value is derived from the Cumulative amount as defined on the header window of the Grant Maintenance Form (FRAGRNT).

Field	Description
Federal Share of Expenditures	This amount equals the total charges or expenditures from the Research Accounting Transaction Detail Table (FRRBDET), both direct and indirect, as of the reporting period to date.
Federal Share of Unliquidated Obligations	Total commitments, both reservations and encumbrances, from the Grant Ledger Table (FRRGRNL) for the Grant Code as of the reporting period to date.
Total Federal Share	Calculated field: Federal Share of Expenditures + Federal Share of Unliquidated Obligations
Unobligated Balance	Calculated field: Total Federal Funds Authorized - Total Federal Share
Total Recipient Share Required	This value comes from the Total Recipient Share field on the Grant Maintenance Form (FRAGRNT).
Recipient Share of Expenditures	If Banner cost sharing is being calculated, this field will hold any cost share expense from the Research Accounting Transaction Detail Table (FRRBDET).
Remaining Recipient Share	Calculated field: Total Recipient Share Required - Recipient Share of Expenditures
Total Federal Program Income Earned	This field will always display a value of zero. It can be updated.
Program Income Expended in Accordance with the Deduction Alternative	This field will always display a value of zero. It can be updated.
Program Income Expended in Accordance with the Addition Alternative	This field will always display a value of zero. It can be updated.
Unexpended Program Income	Calculated field using one of the following calculations: Total Recipient Share Required - Program Income Expended in Accordance with the Deduction Alternative or Total Recipient Share Required - Program Income Expended in Accordance with the Addition Alternative

Field	Description
Indirect Cost Rate Type	The Indirect Cost Rate type comes from the Research Accounting System Control Form (FRASYSC).
Indirect Cost Rate	For single grants, the rate comes from the Indirect Cost Rate as defined on the grant record.
Indirect Expense Base Amount	Total direct costs as of the reporting period to date.
Indirect Expense Amount	Total indirect costs.
Federal Share of Indirect Costs	The total federal share of indirect costs.

Sample Report Amounts Window for FRAFFRR with a Single Grant

Following is a sample of the Report Amounts window for a single grant:

The screenshot shows the 'Report Amounts' window for FRAFFRR 7.4.1 (s4b70). The window title is 'Federal Financial Report: FRAFFRR 7.4.1 (s4b70)'. The 'Grant' field is set to 'G00000123' and the 'PMS' field is empty. The 'Infection Associated Cancers' is listed as the grant name. The 'Period To Date' is '15-OCT-2008'. The main table displays the following data:

a. Cash Receipts:	20,000.00	Period To Date: 15-OCT-2008
b. Cash Disbursements:	6,537.19	
c. Cash On Hand:	13,462.81	
d. Total Federal Funds Authorized:	150,000.00	
e. Federal Share of Expenditures:	6,537.19	
f. Federal Share of Unliquidated Obligations:		
g. Total Federal Share:	6,537.19	
h. Unobligated Balance:	143,462.81	
i. Total Recipient Share Required:	60,000.00	
j. Recipient Share of Expenditures:	.00	
k. Remaining Recipient Share:	60,000.00	
l. Total Federal Program Income Earned:	.00	
m. Program Income Expended in Accordance with the Deduction Alternative:	.00	
n. Program Income Expended in Accordance with the Addition Alternative:	.00	
o. Unexpended Program Income:	.00	

Below the table, the following fields are displayed:

Indirect Cost Rate Type:	PROVISIONAL	Indirect Expense Base Amount:	4,210.75
Indirect Cost Rate:	55.25	Indirect Expense Amount:	2,326.44
		Federal Share of Indirect Costs:	2,326.44

FRAFFRR Header - PMS Code

If you entered a PMS Code in the header of the FRAFFRR form, the following fields will display:

Field	Description
PMS Federal Agency	The name of the federal agency or sponsor.
Recipient Organization	The name of your organization from the Research Accounting System Control Form (FRASYSC).
Address	Street address for the recipient organization.
City	City associated with the recipient organization.
State or Province	State or Province associated with the recipient organization.
Zip or Postal Code	ZIP or Postal Code associated with the recipient organization.

Note: The address fields will display the Principal Investigator's address from the Personnel window of the FRAGRNT form, if the Bill Format is defined to be FFR. If these fields are left blank, the default value comes from the Research Accounting System Control Form (FRASYSC).

Period From	The project start date of the grant.
Period To	The Reporting period end date as defined when the Research Accounting Report Process (FRRGRPT) was executed.
Frequency	Indicates the frequency of the report.
Final Report	Checkbox that indicates if the report is final.
Cash Basis	Defaults the accrual method from your chart record on the Chart of Accounts Validation Form (FTVCOAS).
DUNS Number	Displays the Recipient Organization's Data Universal Numbering System (DUNS) number or the Central Contract Registry extended DUNS number as defined on the Research Accounting System Control Form (FRASYSC).
Employer ID	Displays the Employer Identification Number (EIN) for the recipient's organization from the 1099-MISC Type Magnetic Type Transmitter Data Form (FOA1099).
Cash Receipts	The cumulative amount of payments and transfers received to date from the Research Accounting Account Detail Table (TRRACCD) for all grants linked to the PMS Code.

Field	Description
Cash Disbursements	The cumulative amount of expenditures (direct and indirect) from the Research Accounting Transaction Detail Table (FRRBDET) as of the reporting period to date for all grants linked to the PMS Code.
Cash On Hand	Calculated field: Cash Receipts - Cash Disbursements
Indirect Cost Rate Type	The Indirect Cost Rate type comes from the Research Accounting System Control Form (FRASYSC).
Indirect Cost Rate	For single grants, this rate comes from the Indirect Cost Rate as defined on the grant record.
Indirect Expense Base Amount	Total direct costs as of the reporting period to date.
Indirect Expense Amount	Total indirect costs.
Federal Share of Indirect Costs	The total federal share of indirect costs.

Sample Header Window for FRAFFRR with a PMS Code

Following is an example of a header window for an FFR report with a PMS Code.

The screenshot shows the 'Federal Financial Report: FRAFFRR 7.4.1 (s4b70)' window. It contains the following fields and values:

- Grant:** [Dropdown]
- PMS:** FFRDP Created for testing FFR Multiple Gr
- PMS Federal Agency:** National Cancer Institute
- Recipient Organization:** SunGard University
- Address:** 4 Country View Road, Building 4, 2nd Floor
- City:** Malvern
- State or Province:** PA
- Zip or Postal Code:** 19355
- DUNS Number:** 76567890
- Employer ID:** 231701520
- Period From:** 01-OCT-2008
- Period To:** 31-DEC-2008
- Frequency:** Quarterly
- Final Report**
- Cash Basis**
- a. Cash Receipts:** 190,000.00
- b. Cash Disbursements:** 194,630.00
- c. Cash On Hand:** -4,630.00
- Indirect Cost Rate Type:** PROVISIONAL
- Indirect Cost Rate:** [Field]
- Indirect Expense Base Amount:** 100,000.00
- Indirect Expense Amount:** 94,630.00
- Federal Share of Indirect Costs:** 94,630.00

Changed Forms

This section identifies forms that were modified with this release.

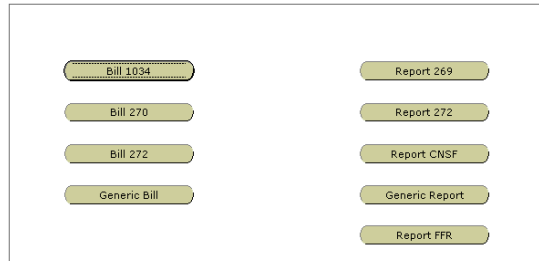
Entity Text Entry Form (FOAETXT)

The Entity Text Entry Form (FOAETXT) can be accessed from the Options menu on the new FRAFFRR form. The text you enter on FOAETXT will display as Remarks (item 12) on the Federal Financial Report (FRRFFRR).

Run Standard Bills and Reports Form (FRABRUN)

With this release, you can now run the FFR report from the Run Standard Bills and Reports Form (FRABRUN).

Run standard bills and reports: FRABRUN 7.4.1 (s4b70)



Grant Maintenance Form (FRAGRNT)

A new field, **Total Recipient Share**, has been added to the Main window:

Field	Description
Total Recipient Share	The total recipient share of cost share or matching, by grant.

Grant Maintenance FRAGRNT 7.4.1 (s4b70)

Grant: G00000123 Proposal: Text Exists: N

Main Grant Agency Location Cost Code Personnel Billing User Defined Data

Chart of Accounts: Responsible Organization: 11004 Dept of Biological Sciences

Long Title: Biomarkers of Infection Associated Cancers

Title: Infection Associated Cancers

Agency: NCI National Cancer Institute

Principal Investigator ID: @00000006 Pavlicek-Kapusta, Cynthia A.

Project Start Date: 01-OCT-2008 Project End Date: 30-SEP-2011 Proposal:

Termination Date: Expenditure End Date: Pass Through Indicator

Status: A Active Status Date: 30-SEP-2008

Alternate Description:

Current Amount: 75,000.00 Cumulative Amount: 150,000.00 Maximum Amount: 275,000.00

Total Recipient Share: 60,000.00

Related Grant:

Grant Type: G Category: F Sub Category: LOC

CFDA Number: 93.393 Sponsor ID: PA-08-157

A new field, **E-mail**, has been added to the Personnel window on FRAGRNT. You can use this field to add or change the e-mail address for a principal investigator.

Field	Description
E-mail	Add or change the principal investigator's e-mail address in this field.
	If the Billing or Report Format field on the Personnel window is populated with the value of <i>FFR</i> , this e-mail address will print in item 13a on the Federal Financial Report (FRRFFRR).

Research Accounting System Control Form (FRASYSC)

Two new fields, **DUNS Number** and **Indirect Cost Rate Type**, were added to the Research Accounting System Control Form (FRASYSC). Values entered in these fields display on both the Federal Financial Report Form (FRAFFRR) and the Federal Financial Report (FRRFFRR).

Fields	Descriptions
DUNS Number	Data Universal Numbering System (DUNS) number. The value in this field populates item 4a on the Federal Financial Report (FRRFFRR).
Indirect Cost Rate Type	The indirect cost rate type. The value in this field populates item 11a on the Federal Financial Report (FRRFFRR).

Research Accounting System Control Form, FRASYSC 7.4.1 (s4b70)

COA: Last Activity Date:

Effective Date: Termination Date: Next Change Date:

Payee Name:
DUNS Number:

Address Line 1:
Address Line 2:
Address Line 3:
City:
State or Province:
ZIP or Postal Code:
County:
Nation:

Refund Clearing Account:
Deferred Revenue Account:
Payment Holding Account:
Payment Holding Fund:
Indirect Cost Rate Type:

System Level Defaults:
 Bill If Budget Line Exceeded?
 Bill If Budget Total Exceeded?
 Bill If Minimum Not Reached?
 Maintain History for Reversal?

Changed Process

This section contains information about the enhancements made to the Research Accounting Report Process with this release.

Research Accounting Report Process (FRRGRPT)

The Research Accounting Report Process (FRRGRPT) has been modified to produce the FFR format. This process now populates the new Federal Financial Report Table and produces the Federal Financial Report (FRRFFRR).

For detailed information about table changes, please refer to the [“Federal Financial Report Enhancement - Technical” on page 31](#).

New Report

The Standard FFR Report mimics the Federal Financial Report format, also known as the FFR, provided by the Office of Management and Budget. This is an Oracle report. The Banner Federal Financial Report provides a pool of data elements such as agency and recipient information; grant dates; and a cumulative view of transactions up to the reporting period end date. This report also includes an attachment form for reporting multiple grants or PMS codes.

Federal Financial Report (FRRFFRR) Chart

The following chart identifies the information that can be collected and included on the Federal Financial Report. The numbers listed in the first column correlate to the numbers on the report.

FFR Number	Field	Description
1	Federal Agency and Organizational Element to Which Report is Submitted	The name of the federal agency will display as retrieved from the Grants table.
2	Federal Grant or Other identifying Number Assigned by Federal Agency	For a single award or grant, the Sponsor ID will display from the Grant Maintenance Form (FRAGRNT). For multiple awards or PMS, this field will be blank.
3	Recipient Organization	The organization name as taken from the Payee name on the Research Accounting System Control Form (FRASYSC). The address will display from the Principal Investigator's default address type and sequence number as defined on the Personnel window of the Grant Maintenance Form (FRAGRNT). If these values are null, the address will come from FRASYSC.
4a	DUNS Number	The Data Universal Numbering System (DUNS) number as valued on the Research Accounting System Control Form (FRASYSC).
4b	EIN	The Employer Identification Number (EIN) as defined on the 1099-MISC Type Magnetic Type Transmitter Data Form (FOA1099).
5	Recipient Account Number or Identifying Number	For a single grant, this is the Grant Code established on the Grant Maintenance Form (FRAGRNT). For multiple grants or PMS, this field is blank.
6	Report Type	Options for this checkbox include Quarterly, Semi-Annual, Annual, or Final.
7	Basis of Accounting	Your method of accounting will be pulled from the chart record (Chart of Accounts Code Maintenance Form, FTMCOAS).

FFR Number	Field	Description
8a	Project/Grant Period, From: (Month, Day, Year)	The grant project start date as defined on the Grant Maintenance Form (FRAGRNT).
8b	Project/Grant Period, To: (Month, Day, Year)	The grant project end date as defined on the Grant Maintenance Form (FRAGRNT).
9	Reporting Grant Period End Date: (Month, Day, Year)	The reporting period-to-date from the Research Accounting Report Process (FRRGRPT).
10a	Cash Receipts	The cumulative amount of payments and transfers received to date from the Research Accounting Account Detail Table (TRRACCD).
10b	Cash Disbursements	The cumulative amount of expenditures (direct and indirect) from the Research Accounting Transaction Detail Table (FRRBDET) as of the reporting period to date.
10c	Cash on hand	Calculated field: 10a - 10b.
10d	Total Federal Funds Authorized	For a single grant, this value is derived from the Cumulative amount as defined on the header window of the Grant Maintenance Form (FRAGRNT). For PMS codes, this field will be blank.
10e	Federal Share of Expenditures	This amount equals the total charges or expenditures from the Research Accounting Transaction Detail Table (FRRBDET), both direct and indirect, as of the reporting period to date.
10f	Federal share of unliquidated obligations	Total commitments, both reservations and encumbrances, from the Grant Ledger Table (FRRGRNL) for the Grant Code as of the reporting period to date.
10g	Total Federal share	Calculated field: 10e + 10f.
10h	Unobligated balance of Federal funds	Calculated field: 10d - 10g.
10i	Total recipient share required	This value comes from the Total Recipient Share field on the Grant Maintenance Form (FRAGRNT).

FFR Number	Field	Description
10j	Recipient share of expenditures	If Banner cost sharing is being calculated, this field will hold any cost share expense from the Research Accounting Transaction Detail Table (FRRBDET).
10k	Remaining Recipient Share to be Provided	Calculated field: 10i - 10j.
10l	Total Federal Program Income Earned	This field will always display a value of zero. It can be updated on FRAFFRR.
10m	Program Income Expended in Accordance with the Deduction Alternative	This field will always display a value of zero. It can be updated on FRAFFRR.
10n	Program Income Expended in Accordance with the Addition Alternative	This field will always display a value of zero. It can be updated on FRAFFRR.
10o	Unexpended program income	Calculated: 10l - 10m or 10n.
11a	Type of Rate	The Indirect Cost Rate type comes from the Research Accounting System Control Form (FRASYSC).
11b	Rate	For single grants, the rate comes from the Indirect Cost Rate as defined on the grant record.
11c	Base	Total direct costs as of the reporting period to date.
11d	Total Amount	The total amount of indirect costs as taken from the Research Accounting Transaction Detail Table (FRRBDET).
11e	Federal Share	The total federal share of indirect costs.
12	Remarks	Text from the Entity Text Entry Form (FOAETXT).
13a	Typed or Printed Name and Title of Authorized Certifying Official	This field extracts this information from the Personnel window of the Grant Maintenance Form (FRAGRNT) when the Billing or Report Format field contains a value of <i>FFR</i> .
13b	Signature of Authorized Certifying Official	This field is left blank.

FFR Number	Field	Description
13c	Telephone	This information comes from the Personnel window of the Grant Maintenance Form (FRAGRNT) when the Billing or Report Format field contains a value of <i>FFR</i> .
13d	E-mail address	This information comes from the Personnel window of the Grant Maintenance Form (FRAGRNT) when the bill or report format code is defined as <i>FFR</i> .
13e	Date Report Submitted	Date the report was executed.
14	Agency Use Online	This field is reserved for agency use.



Federal Financial Report (FRRFFRR)

Description This section includes the parameters you use to run the Federal Financial Report.

After you run the Research Accounting Report Process (FRRGRPT), you can run this report from the Federal Financial Report Form (FRAFFRR) or from the Run Standard Bills and Reports Form (FRABRUN). You can also run this report from the Process Submission Controls Form (GJAPCTL). For additional information, refer to the *Banner General User Guide*.

You can run this report for only one PMS code at a time. If you leave the **PMS Code** and **Grant Code** parameters blank, Banner will print a report that lists all grants for the specified date. If you enter a value in the **PMS Code** parameter, you have the option of producing a report that summarizes all grants with that PMS code or producing a separate report for each grant.



Note

To run this report, Oracle Reports must be installed on your computer. This report will *not* run from a web-enabled form. ■

Parameters	Name	Required?	Description	Values
	PMS Code	No	User-defined code representing one or more grants from the same sponsoring agency with the same reimbursement requirements.	
	Grant Code	No	User-defined code identifying a grant.	
	Period To Date	Yes	Last date of the reporting period you want to include in the output. Reporting periods are defined on the Grant Events Assignment Form (FRAEVGA).	DD-MON-YYYY

Parameters <i>(cont)</i>	Name	Required?	Description	Values
	Destination Format	Yes	Format for the report output. The default value is <i>PDF</i> .	<p><i>DELIMITED</i></p> <p><i>DELIMITED DATA</i></p> <p><i>HTML</i></p> <p><i>HTMLCSS</i></p> <p><i>PDF</i></p> <p><i>POSTSCRIPT</i> (This format is not currently supported.)</p> <p><i>PRINTER DEFINITION</i> (This format is not currently supported.)</p> <p><i>RTF</i></p> <p><i>XML</i></p>
	Destination Type	Yes	<p>Indicates where the report output will be directed. The default value is <i>Cache</i>.</p> <p>Values of <i>File</i>, <i>Mail</i>, or <i>Printer</i> are available only when Communication Mode is set to <i>Asynchronous</i>.</p>	<p><i>Cache</i> Display report on screen.</p> <p><i>File</i> Save report to a file.</p> <p><i>Printer</i> Print report.</p> <p><i>Mail</i> Send report via email.</p>
	Destination Name	No	Identifies the appropriate printer or file where report output will be directed. The destination name can be up to 30 characters in length.	<p>If destination type is <i>File</i>, use a valid drive, folder, and file name.</p> <p>If destination type is <i>E-mail</i>, use a valid e-mail address. Enter multiple addresses with commas as separators.</p> <p>If destination type is <i>Printer</i>, use a valid printer name. If blank, report goes to the Report Server's default printer.</p>

Parameters <i>(cont)</i>	Name	Required?	Description	Values
	Execution Mode	Yes	Indicates how you want this report to run: from a form (Runtime) or from job submission (Batch).	<i>Batch</i> Run from job submission. <i>Runtime</i> Run from a form.
	Communication Mode	Yes	Identifies the communication mode.	<i>Synchronous</i> Wait on the Banner form for report results. <i>Asynchronous</i> Run report behind the scenes.
	Parameter Form Designator	Yes	Indicates if you want to display the form that contains all report parameter selections made for the report parameters. For this field to be set to <i>Yes</i> , Destination Type must be set to <i>Cache</i> .	<i>Yes</i> Display Report Parameters form. (default value) <i>No</i> Do not display Report Parameters form.
	Show Report Value Window	Yes	Indicates if you want to display this window when initiating the report from a link in a form other than GJAPCTL.	<i>Yes</i> Show Report Value Window <i>No</i> Do not display Report Value Window

Report Sample executed by Grant Code

FEDERAL FINANCIAL REPORT						
(Follow form instructions)						
1. Federal Agency and Organizational Element National Cancer Institute		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) PA08-157		Page 1 of 1 pages		
3. Recipient Organization (Name and complete address including zip code) SunCard University 1234 College Blvd Speokan Hall Malvern Campus Malvern, PA 19355						
4a. DUNS Number 78567890	4b. EIN 231701520	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) G00000123		6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final		7. Basis of Accounting <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual
8. Project/Grant Period From (Month, Day, Year) October 1, 2008		To (Month, Day, Year) September 30, 2011		9. Reporting Period End Date October 15, 2008		
10. Transactions (Use lines a-c for single or multiple grant reporting)						
Federal Cash (To report multiple grants, also use FFR Attachment):						
a. Cash Receipts \$20,000.00						
b. Cash Disbursements \$6,537.19						
c. Cash on Hand (line a minus b) \$13,462.81						
(Use lines d-o for single grant reporting)						
Federal Expenditures and Unliquidated Balance:						
d. Total Federal funds authorized \$150,000.00						
e. Federal share of expenditures \$6,537.19						
f. Federal share of unliquidated obligations \$00						
g. Total Federal share (sum of lines e and f) \$6,537.19						
h. Unobligated balance of Federal funds (line d minus g) \$143,462.81						
Recipient Share:						
1. Total recipient share required \$60,000.00						
1. Recipient share of expenditures \$00						
k. Remaining recipient share to be provided (line l minus j) \$60,000.00						
Program Income:						
1. Total Federal program income earned \$00						
n. Program income expended in accordance with the deduction alternative \$00						
o. Program income expended in accordance with the addition alternative \$00						
c. Unexpended program income (line l minus line m or line n) \$00						
11. Indirect Expense						
a. Type of Rate (place an "X" in appropriate box)						
b. Rate 5% 25% <input checked="" type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> Fixed						
d. Total Amount \$2,328.44						
e. Federal Share \$2,328.44						
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation Remarks display from the FOIA/TXT form for display						
13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)						
a. Typed or Printed Name and Title of Authorized Certifying Official Cynthia Paulicek-Kapusta Grant Coordinator				c. Telephone (Area code, number and extension) (610) 896-4321 7954		
b. Signature of Authorized Certifying Official				d. Email Address cynthia.paulicek@sungrdhe.edu		
				e. Date Report Submitted (Month, Day, Year) October 15, 2008		
				14. Agency use only		
OMB Approval Number:						

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project _____ Washington, DC 20503.

Report Sample Executed by PMS Code

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)		Page 1	of 2 pages
3. Recipient Organization (Name and complete address including zip code)					
National Cancer Institute Sunland University 4 Courty New Road Building 4 2nd Floor Malvern, PA 19355					
4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type	
76967990	231701520			<input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	
8. Project/Grant Period From (Month, Day, Year)		To (Month, Day, Year)		9. Reporting Period End Date	
				December 31, 2008	
10. Transactions					
(Use lines a-c for single or multiple grant reporting)					
Federal Cash (To report multiple grants, also use FFR attachment):					
a. Cash Receipts					
\$190,000.00					
b. Cash Disbursements					
-\$4,630.00					
c. Cash on Hand (line a minus b)					
Federal Expenditures and Unobligated Balance:					
d. Total Federal funds authorized					
\$0.00					
e. Federal share of expenditures					
\$0.00					
f. Federal share of unliquidated obligations					
\$0.00					
g. Total Federal share (sum of lines e and f)					
\$0.00					
h. Unobligated balance of Federal funds (line d minus g)					
\$0.00					
Recipient Share:					
1. Total recipient share required					
\$0.00					
1. Recipient share of expenditures					
\$0.00					
k. Remaining recipient share to be provided (line i minus j)					
\$0.00					
Program Income:					
1. Total Federal program income earned					
\$0.00					
n. Program income expended in accordance with the deduction alternative					
\$0.00					
o. Program income expended in accordance with the addition alternative					
\$0.00					
11. Indirect Expense					
a. Type of Rate (Place an 'X' in appropriate box)					
<input checked="" type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Fixed					
b. Rate					
c. Base					
d. Total Amount					
e. Federal Share					
\$84,630.00 \$84,630.00					
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsor/ing agency in compliance with governing legislation. Cash receipts includes adjustments from subrecipients.					
13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)					
a. Typed or Printed Name and Title of Authorized Certifying Official			c. Telephone (Area code, number and extension)		
Cynthia Pavlouk-Kapusta Grant Administrator			(610) 896-4321 7954		
b. Signature of Authorized Certifying Official			d. Email Address		
			cpavlouka@sunlandnci.org		
			e. Date Report Submitted (Month, Day, Year)		
			November 6, 2008		
			14. Agency use only		

OMB Approval Number:

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of the collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (1545-0047), Washington, DC 20503.



Overview

With this release, Banner Finance is delivering a new report that supports the streamlined report format of the new Federal Financial Report provided by the Office of Management and Budget. This Banner report provides grant recipients with a standard format to use for reporting the financial status of their grants and cooperative agreements.

This section provides details about changes that were made to tables to support the new report. For functional information, please refer to [Chapter 1, “Federal Financial Report Enhancement - Functional”](#).

New Table

Federal Financial Report Table (FRRFFRR)

This new Banner Finance table captures information needed for every element available on the Federal Financial Report.

Column Name	Column Length	Not Null?	Column Comments
FRRFFRR_GRNT_CODE	VARCHAR2(9)	NOT NULL	GRANT CODE: The unique number of the grant.
FRRFFRR_PERIOD_TO_DATE	DATE	NOT NULL	PERIOD TO DATE: The end date of this report period.
FRRFFRR_PERIOD_FROM_DATE	DATE	NOT NULL	PERIOD FROM DATE: The Grant project start date

Column Name	Column Length	Not Null?	Column Comments
FRRFFRR_FINAL_IND	VARCHAR2(1)	NOT NULL	FINAL REPORT: A "Y" indicates that this report was designated as final. It is valued based on the parameter entered through FRRGRPT when this report was executed.
FRRFFRR_ACTIVITY_DATE	DATE	NOT NULL	ACTIVITY DATE: Date of last activity (insert or update) on the record.
FRRFFRR_USER_ID	VARCHAR2(30) NOT NULL		USER ID: The Oracle ID of the user who changed the record.
FRRFFRR_CASH_RCPT_TOTAL	NUMBER(12,2)		TOTAL CASH RECEIPT: The total cash amount received from the Federal awarding agency. This includes payments and transfers recorded in the Account Detail table as of the reporting period to date.
FRRFFRR_CASH_DISB_TOTAL	NUMBER(12,2)		CASH DISBURSEMENTS: The cumulative amount of Federal fund disbursements (such as cash or checks) as of the reporting period end date. These are total expenses from the Billing Detail Table for direct and indirect costs. It will also take into consideration cost share expense and retainage. The system will sum direct and indirect costs and then subtract cost share expense and retainage.

Column Name	Column Length	Not Null?	Column Comments
FRRFFRR_FED_FUNDS_AUTH	NUMBER(12,2)		TOTAL FEDERAL FUNDS AUTHORIZED: The total Federal funds authorized as of the reporting period end date. The system uses the Cumulative amount entered on the header window of the Grant Form (FRAGRNT).
FRRFFRR_FED_SHARE_EXP	NUMBER(12,2)		FEDERAL SHARE OF EXPENDITURES: The sum of actual cash disbursements for direct and indirect charges. These are derived from the Billing Detail Table.
FRRFFRR_RCPT_SHARE_REQUIRED	NUMBER(12,2)		TOTAL RECIPIENT SHARE REQUIRED: The recipient portion of all matching and cost sharing provided by the recipients and third-party providers to meet the level required by the Federal agency. This is the Total Recipient Share as entered on the Grant Form (FRAGRNT).
FRRFFRR_RCPT_SHARE_EXP	NUMBER(12,2)		RECIPIENT SHARE OF EXPENDITURES: The recipient portion of actual cash disbursements or outlays (less any rebates, refunds, or other credits) including payments to subrecipients and subcontractors. This amount is derived from FRRBDET for calculated cost share.
FRRFFRR_PROG_INCOME_FED	NUMBER(12,2)		FEDERAL PROGRAM INCOME EARNED The amount of total federal program income earned.

Column Name	Column Length	Not Null?	Column Comments
FRRFFRR_PROG_INCOME_ EXP_DED	NUMBER(12,2)		PROGRAM INCOME EXPENDED IN ACCORDANCE WITH THE DEDUCTION ALTERNATIVE: Program income that was used to reduce the Federal share of the total project costs.
FRRFFRR_PROG_INCOME_ EXP_ADD	NUMBER(12,2)		PROGRAM INCOME EXPENDED IN ACCORDANCE WITH THE ADDITION ALTERNATIVE: Program income that was added to funds committed to total project costs and expended to further eligible project or program activities.
FRRFFRR_INDR_RATE_BASE	NUMBER(12,2)		INDIRECT COST BASE: Total direct costs as of the reporting period to date.
FRRFFRR_INDR_TOTAL	NUMBER(12,2)		TOTAL INDIRECT COST AMOUNT: The total amount of indirect costs charged.
FRRFFRR_INDR_FED_SHARE	NUMBER(12,2)		FEDERAL SHARE OF INDIRECT COSTS: The federal portion of the indirect cost amount.
FRRFFRR_DATA_ORIGIN	VARCHAR2(30)		DATA ORIGIN: Source system that created or updated the row.
FRRFFRR_DATE_SUBMITTED	DATE		DATE SUBMITTED: The date the Federal Finance Report is submitted.

Column Name	Column Length	Not Null?	Column Comments
FRRFFRR_REP_TYPE	VARCHAR2(1)		REPORT TYPE: The Report Type indicates the report frequency. Valid values are A(nnual), S(emiannual), and Q(arterly).
FRRFFRR_FED_SHARE_ UNLIQ_OBLIG	NUMBER(12,2)		FEDERAL SHARE OF UNLIQUIDATED OBLIGATIONS: The federal portion of expenses incurred that have not yet been paid or recorded as of the reporting period end date. This includes all commitments in the grant ledger.

Changed Tables

This section contains information about the tables that were modified with this release.

Grant Header Table (FRBGRNT)

A new column has been added to support the Federal Financial Report.

Column Name	Column Length	Column Comments
FRBGRNT_RCPT_SHARE_TOTAL	NUMBER(12,2)	The total recipient portion includes all matching and cost sharing provided by the recipients and third-party providers to meet the level required by the Federal agency.

Grant Personnel Repeating Table (FRRGRPI)

The Grant Personnel Repeating Table is the table behind the Personnel window of the Grant Form (FRAGRNT). With this release, a new column has been added to this table to support the Federal Financial Report.

If the **Billing or Report Format** field on the Personnel window is populated with the value of *FFR*, the e-mail address from the FRRGRPI table will print in item 13d of the FFR report.

Column Name	Column Length	Column Comments
FRRGRPI_EMAIL	VARCHAR2(128)	EMAIL: The principal investigator's e-mail address.

Research Accounting System Control Table (FRRSYSC)

Two new columns have been added to support the Federal Financial Report.

Column Name	Column Length	Column Comments
FRRSYSC_DUNS_NUM	VARCHAR2(30)	DUNS NUMBER: Grant recipients Data Universal Numbering System (DUNS) number.
FRRSYSC_INDR_RATE_TYPE	VARCHAR2(20)	INDIRECT COST RATE TYPE: The Institution's indirect cost rate. Valid values are: provisional, predetermined, final and fixed.

Billing Format Code Validation Table (FRVBFRM)

A new event code was added to this table as seed data to support the format used for the Federal Financial Report:

FFR

This new format is available for use on the Event Assignment Form (FRAEVGA) when you define a grant reporting event.

New View

This section contains information about the new view delivered with this release.

FRVPMS0

This view provides the total amounts of all the grants for a PMS code in a particular period.

Name	Null?	Type	Comments
FRRGBIL_PMSC_CODE		VARCHAR2(16)	Payment Management System Code
FRRFFRR_PERIOD_FROM_DATE	NOT NULL	DATE	The beginning date of the report period.
FRRFFRR_PERIOD_TO_DATE	NOT NULL	DATE	The end date of the reporting period.
FRRFFRR_REP_TYPE VARCHAR2(1)		VARCHAR2(1)	The Report Type indicates the report frequency. Values are A(nnual), S(emiannual), and Q(arterly).
FRRFFRR_FINAL_IND	NOT NULL	VARCHAR2(1)	"Y" indicates that this is the final report for the grant period. It is valued based on the parameter entered through FRRGRPT when this report was executed.
SUM_CASH_RCPT_TOTAL_A		NUMBER	The amount of actual cash received to date from the Federal awarding agency.
SUM_CASH_DISB_TOTAL_B		NUMBER	The cumulative amount of Federal fund disbursements.
SUM_FED_FUNDS_AUTH_D		NUMBER	Total Federal Funds Authorized.
SUM_FED_SHARE_EXP_E		NUMBER	Federal Share of Expenditures.
SUM_FED_SHARE_UNLIQ_OBLIG_F		NUMBER	Federal Share of Unliquidated Obligations.
SUM_RCPT_SHARE_REQUIRED_I		NUMBER	Total Recipient Share Required.
SUM_RCPT_SHARE_EXP_J		NUMBER	Recipient Share of Expenditures.

Name	Null?	Type	Comments
SUM_PROG_ INCOME_FED_N		NUMBER	Total Federal Program Income Earned.
SUM_PROG_ INCOME_EXP_DED_0		NUMBER	Program Income Expended in Accordance with the Deduction Alternative.
SUM_PROG_ INCOME_EXP_ADD_P		NUMBER	Program Income Expended in Accordance with the Addition Alternative.
SUM_INDR_RATE_BASE _11C		NUMBER	The base amount against which the indirect cost rate was applied.
SUM_INDR_TOTAL_11D		NUMBER	Total Indirect Expenses Amount.

Seed Data

Seed data was added to enable execution of the Federal Financial Report through Oracle reports. A new event code has been added to the Billing Format Code Validation Table (FRVBFRM) as seed data to enable execution of the FFR through Oracle reports.

For additional information, refer to the [“Billing Format Code Validation Table \(FRVBFRM\)” on page 36](#).

Changed Tables

Seed data has also been added to the following tables:

GUBOBS Table

Added the new Oracle Form name FRAFFRR and the new Oracle Report name FRRFFRR as new Banner objects.

GURMENU Table

Added the new Oracle Form name FRAFFRR as a Banner menu item under the *FINRESGRBILL submenu.

GUROPTM Table

Added Banner Form Options Menu items for the new Oracle Form FRAFFRR.

GJBJOBS Table

Added the new Oracle Report name FRRFFRR as a new Banner job.

GJBPDEF Table

Added job submission parameter definitions for the new Oracle Report FRRFFRR.

GJBPVAL Table

Added job submission parameter values for the new Oracle Report FRRFFRR.

GJBPDFT Table

Added job submission parameter defaults for the new Oracle Report FRRFFRR.



3

Problem Resolutions



The following problem resolution is delivered in Banner Finance for Release 7.4.1.

Object Name	Defect Number	Summary
frgrpt.pc	CMS-DFCT74821	The report should include transactions for the week preceding the event date but only transactions for the day of the event are picked up on the report.

