

Grants Management Recipients of Financial Aid

Query Technical Name: ZFI_ZFC_IS01_Q0001

[Accessing BW Reports](#)

Location(s): External Grant PI Departmental Reports folder





Purpose: This report is used to validate student tuition charges to the grant. If tuition charges are not included as part of the grant, the report will not generate any details.

Standard View: By default this report provides columns detailing the following: GM Grant, Funds Center, Grant (Aid ID), Grant Name, Student & Period. Key Figures are also provided to detail: Disburse, Recovery, Total & Student Count

					Period				
						Disburse [△]	Recovery [△]	Total [△]	Student Count [△]
GM Grant [△]	Funds Center [△]	Grant (Aid ID) [△]	Grant Name [△]	Student [△]		\$	\$	\$	

Variable Entry screen: **GM Grant number(s)** must be populated with the corresponding grant number; these seven-digit numbers lead with **400XXXX**. The **Fund/Cost Center Hierarchy** variable defaults to the funds center associated with a user's security access; the field will remain empty for those with access to all funds centers. *It is strongly recommended to populate **FI-CA Period** (term) to restrict the number of records as this will increase performance.* Please click on the square box and select the period that you are interested in.

NOTE: Variables marked with an asterisk (*) are required entries; they must be populated to proceed. Refer to the [reporting manual](#) for step-by-step instructions in populating these fields.

	Variable	Current Selection	Description
	GM Grant Number(s)		
	FI-CA Period		
	Funds Center Hierarchy		

Types of questions this report can answer beyond the standard view:

1. What if there is a student listed that should not have tuition charges on this grant? What if students are missing?
 - a. Email [Penny Asalon](#) & carbon copy [Barb Smith](#). Please include the term, student name(s), student identification number(s), AID ID, & grant number in the message.