**Quick Reference Card – Overview of GM AVC Values**

## How to run GMAVCOVRW – Overview of GM AVC Values

**Process:** An IRIS report used for grants management to view overall grant balance by sponsored class. Using variant /UKDEFAULT, the report lists overall budget vs expenses including each sponsored class.

### Procedures

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Enter t-code GMAVCOVRW in SAP</td>
</tr>
<tr>
<td>2.</td>
<td>Click “Get Variant”</td>
</tr>
<tr>
<td>3.</td>
<td>Remove “Create by” field and click “execute”</td>
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<tr>
<td>4.</td>
<td>Select variant “/UKDEFAULT”</td>
</tr>
<tr>
<td>5.</td>
<td>Enter WBS (grant account number) and click “execute”</td>
</tr>
</tbody>
</table>
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Click on the arrows to the left of the folder to expand

**EXAMPLE:**
Not over budget and no expenses without a budget

**EXAMPLE:**
Expense were posted without a budget then removed

**EXAMPLE:**
Over budget. Expenses need to be reviewed.

**EXAMPLE:**
Expenses without a budget. A budget revision is needed or expenses removed.

**Helpful Hints**
- Open items (amounts encumbered) are included in the expenses amount.
- Depending on the Bud Rule, sponsored classes can roll up differently than the BW PI Exec Summary report.

**Questions?**
Please contact the assigned FA for that grant found under the Responsibilities tab in GMGRANTD.