Research Report

RA- Award/Contract Billing Summary - Data Fact Sheet

**Purpose:** This report provides a summary of invoices and payments sent to the agency. It also provides a quick look at how much is owed on the grant and how much is unbilled or held for review.

**Example for Report Use:**
To assist with collection efforts or to review payment history for an agency when considering a request for proposal from the agency.

**Reference:** This report provides information similar to that provided by the Banner Form shown below.

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<th>Banner INB – Form Name</th>
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**Updated Frequency:** The report is updated on a daily basis. The report footer at the bottom of the page should be referenced for the date of the last update.

**Report Data Results**

**Responsible Org:** College/VP to which the grant/contract was awarded.

**PI:** Principal investigator (PI), the person who takes direct responsibility for completion of the funded project.

**Agency:** Name of the granting agency.

**Grant:** Grant number assigned to the contract/award.

**FM Code:** Fiscal Monitor code associated with the Grant. FM (Fiscal Monitor) associated with the code can be found on the Fiscal Monitors link of the SPA web page. [http://www.nmsu.edu/~spa/](http://www.nmsu.edu/~spa/)

**Budget:** The dollar budget of the fund.

**Invoiced:** Amount invoiced to the granting agency.

**Payments:** Payments received from the granting agency.
Total Due: Invoiced minus Payments.

Unbilled: Transactions and the corresponding calculated IDC and CS changes that have been expended to the grant but have not yet been billed to the granting agency.

Held: Transactions and the corresponding calculated IDC and CS changes that have been expended to the grant but have been placed on hold by the fiscal monitor for review and approval before billing to the granting agency.

Total Outstanding: Total Due plus Unbilled and Held items.

Last Invoice Date: Date of the last invoice to the agency.

Questions email cognos_help@nmsu.edu