

SUNY RF Report Center/PI Dashboard

You must have a Security Record created prior to accessing the Report Center:

Click here to fill out user form if you do not have this: [Campus User Access Form](#)

If you are unsure or have questions please contact Lisa Gatti: gattila@buffalostate.edu

If you already have security access click on this link:

[Monitoring Expenditures | Sponsored Programs | SUNY Buffalo State University](#)



The Principal Investigator (PI) is accountable for project expenditures and must approve all of the charges processed against an award. The **RF Report Center PI Dashboard** allows the PI (or key personnel on the project) to view award expenditure information quickly and easily and provides both summary and detailed financial information on an award. It provides information related to:

- account balances
- cash receipts
- vendor encumbrances and payments, and indicates which checks have been reconciled
- personnel activity, listing individuals who are being paid and their status on the award.

Award balances and other information will be representative of data in the Oracle Business system as of the previous day.

Access to the **RF Report Center PI Dashboard** is automatic for PIs. A PI may choose to delegate access to their award information by completing the **RF User Access Form** and submitting it to **Lisa Gatti**. The PI can also designate access to key members of the project staff and customize their access to only view portions of the information. For example, one staff member may be permitted access to accounts payable and purchasing information, but not to personnel information. Or, a staff member may be allowed access to a project but not to the associated award. For more information about accessing these tools, please contact your Grants Management Administrator, Lisa Gatti at gattila@buffalostate.edu.

Then click on the link provided to access RC (Report Center)

Select Buffalo State:

Report Center Login

User Help

PI Automatic Alert Notifications

Check Your Browser

Frequently Asked Questions

Release Notes

SUNY RF / Information For / Online Tools / RF Report Center / Report Center Login

Report Center Login

To log in to Report Center, select your campus location. For assistance, please contact [Customer Services](#) at (518) 434-7222.

Using Campus Login

Select your Campus

All Other Locations

UNIVERSITY at ALBANY
State University of New York

SUNY POLYTECHNIC INSTITUTE

BINGHAMTON UNIVERSITY
STATE UNIVERSITY OF NEW YORK

Stony Brook University

Enter your Buffalo State logon ID and password to sign in:

Log In

Type your username and password

If you have a current Buffalo State network account and you are unable to login please contact The RITE Support Desk at rsd@buffalostate.edu or 716-878-4357.

For security reasons, please Log Out and Close your Web browser when you have finished accessing services that require authentication.

Click on Dashboards:

SUNY RF Report Center

Search All Advanced Help Sign Out

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Create...

- Analysis and Interactive Reporting
Analysis Filter More
- Published Reporting
Report Report Job More
- Actionable Intelligence
Agent Action

Jobs

- Marketing Jobs
- Report Jobs
- Report Job History

Alerts

- Terminations
Normal 10/15/2018 12:45:06 PM GMT-04:00 View Clear More
- CDHS Terminations
Normal 10/15/2018 7:00:14 AM GMT-04:00 View Clear More

Recent

Dashboards

- Award Information - Award...
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- Principal Investigator - Bud...
Open More
- Principal Investigator - Trac...
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- RF Activity Interface Report...
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More Dashboards

Others

- Non Salary Category Drill D...
Open Edit More
- Person Expense Details
Open Edit More
- Payroll Detail APT
Open Edit More
- Draft - Oct 20 2016 2-43-00...
Open Edit More

Most Popular

No recommendations are currently available. Most Popular items will be displayed here when results become available.

Download BI Desktop Tools

Click Principal Investigator:

Search

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12:45:06 PM GMT-04:00 [View](#) | [Clear](#) | [More](#) ▼

7:00:14 AM GMT-04:00 [View](#) | [Clear](#) | [More](#) ▼

 Principal Investigator - My...
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 Person Expense Details
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isplayed here when results become available.

 Most Recent(Award Information - Award Information)

 My Dashboard

 **Accounts Receivable Dashboard**
 Accounts Receivable Dashboard

 **Financial Report to Management**
 Financial Report to Management

 **Financial Reports**
 Allocation Expenditure Report (AER)
 Expenditure Profile Report (EPR)
 Key Financial Indicators (KFI)
 Sponsored Program Activity Report (SPAR)

 **Key Performance Indicators**
 Key Performance Indicators

 **Operations Manager Dashboard**
 Operation Managers

 **Principal Investigator**
 **Principal Investigator**

 **Revenue Forecast Dashboard**
 Revenue Forecast

 **RF Activity Interface Reporting**
 RF Activity Interface Reporting

 **Usage Tracking Dashboard**
 Usage Dashboard

Fields you can access for more info:

Principal Investigator Alerts! Home

[Alerts](#) [My PACS Proposals](#) [My COEUS Proposals](#) [My Grants](#) [Budget Overview](#) [Tracking People](#) [Tracking Purchases](#) [Travel](#) [Monthly Summary](#)

- ▶ **Employees Terminating on a Grant in the next 45 days**
- ▶ **Projects Terming in the next 90 days**
- ▶ **Awards Terming in the next 90 days**
- ▶ **Reports Coming Due in the next 90 days**
- ▶ **Past Due Reports**
- ▶ **New Awards or Projects Created Within 30 Days**
- ▶ **Direct Spent At 90% Or Above**
- ▶ **New Person Assigned on a Grant in the last 30 Days**

For balance info and expenditure review click My Grants:

SUNY RF Report Center

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- ▶ **Grant Expenditure Detail By Monthly Date Range**
- ▶ **Award**
- ▶ **Project/Award**
- ▶ **Project/Task/Award**
- ▶ **Subaward Summary**
- ▶ **Award Burn Rate**
- ▶ **Award Administrative Inquiry**
- ▶ **Project/Award Administrative Inquiry**

Click on Award or project (if you only have project access):

 Report Center

Principal Investigator

[Alerts](#) [My PACS Proposals](#) [My COEUS Proposals](#) **[My Grants](#)** [Budget Overview](#) [Tracking People](#)

- ▶ **Grant Expenditure Detail By Monthly Date Range**
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- ▶ **Award Administrative Inquiry**
- ▶ **Project/Award Administrative Inquiry**

Your accounts will pop up that you have access to:

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Alerts My PACS Proposals My COEUS Proposals **My Grants** Budget Overview Tracking People Tracking Purchases Travel Monthly Summary Tracking Cash Credit Distribution Tracking Account Receivables Tracking Cost Recovery Tracking Funding Soc»

► Grant Expenditure Detail By Monthly Date Range

Award

Award Number : Select To Include Cost Sharing Awards : Award Principal Investigator :

Award Name : Sponsor Name : Key Member Name :

Award Organization : Award Status : ☐ (All Column Values) ☒ ACTIVE ☒ AT_RISK ☐ ON_HOLD ☐ CLOSED Apply Reset

Select View :

Award Number	Award Name	Sponsor Name	Sponsor ID Number	Award Type	Award Status	Award Principal Investigator	Award CO-Principal Investigator	Award Organization	Award Start Date	Award End Date	Days Remaining	% Direct Spent	Payroll Encumbrance Shortage	Direct Current Budget	Direct Expense	Direct Encumbrance	Direct Available Balance
80863	Education and Training Fellowships in the Conservation of Cultural Heritage and Humanities Collections	National Endowment for the Humanities	PE25837118	Federal	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Jan-2018	31-Dec-2019	411	50.00	0.00	300,000.00	34,551.20	115,448.80	150,000.00
79607	Mellon Interest Account	Multiple Sponsors - Non-sponsored	NA	Non-sponsored	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Oct-2017	30-Sep-2019	319	0.00	0.00	14,625.82	0.00	0.00	14,625.82
79528	Library and Archives Conservation Education	Andrew W Mellon Foundation	NA	Nonfederal	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Oct-2017	30-Sep-2021	1050	27.74	0.00	2,800,000.00	658,305.00	118,551.00	2,023,144.00

You can just see your direct costs, or you can change this to indirect, or both:

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Alerts My PACS Proposals My COEUS Proposals **My Grants** Budget Overview Tracking People Tracking Purchases Travel Monthly Summary Tracking Cash Credit Distribution Tracking Account Receivables Tracking Cost Recovery Tracking Funding Soc»

Award Number : Select To Include Cost Sharing Awards : Award Principal Investigator :

Award Name : Sponsor Name : Key Member Name :

Award Organization : Award Status : ☐ (All Column Values) ☒ ACTIVE ☒ AT_RISK ☐ ON_HOLD ☐ CLOSED Apply Reset

Select View :

Award Number	Award Name	Sponsor Name	Sponsor ID Number	Award Type	Award Status	Award Principal Investigator	Award CO-Principal Investigator	Award Organization	Award Start Date	Award End Date	Days Remaining	% Direct Spent	Payroll Encumbrance Shortage	Direct Current Budget	Direct Expense	Direct Encumbrance	Direct Available Balance
80863	Education and Training Fellowships in the Conservation of Cultural Heritage and Humanities Collections	National Endowment for the Humanities	PE25837118	Federal	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Jan-2018	31-Dec-2019	411	50.00	0.00	300,000.00	34,551.20	115,448.80	150,000.00

To see more details for expenditures drill down on blue fields:

☐ UN_HOLD
☐ CLOSED

Apply Reset

Select View :
Direct & Indirect

Award Number	Award Name	Sponsor Name	Sponsor ID Number	Award Type	Award Status	Award Principal Investigator	Award CO-Principal Investigator	Award Organization	Award Start Date	Award End Date	Days Remaining	% Spent	Payroll Encumbrance Shortage	Current Budget	Expense Amount	Encumbrance Amount	Available Balance
80863	Education and Training Fellowships in the Conservation of Cultural Heritage and Humanities Collections	National Endowment for the Humanities	PE25837118	Federal	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Jan-2018	31-Dec-2019	411	50.00	0.00	300,000.00	34,551.20	115,448.80	150,000.00
79607	Mellon Interest Account	Multiple Sponsors - Nonsponsored	NA	Nonsponsored	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Oct-2017	30-Sep-2019	319	0.00	0.00	14,625.82	0.00	0.00	14,625.82
79528	Library and Archives Conservation Education	Andrew W Mellon Foundation	NA	Nonfederal	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Oct-2017	30-Sep-2021	1050	27.74	0.00	2,800,000.00	658,305.00	118,551.00	2,023,144.00
74028	Graduate Conservation Education and Training Fellowships	National Endowment for the Humanities	PE23364016	Federal	ACTIVE	Ravines, Dr. Patrick	UNSPECIFIED	160 Patricia and Richard Garman Art Conservation Department	01-Jan-2016	31-Dec-2018	46	100.00	0.00	350,000.00	350,000.00	0.00	0.00
55573	Art Conservation Fellowships FY 2011-2012	Buffalo State College Foundation	N/A	Nonfederal	ACTIVE	LeVine, Mr. Michael F	UNSPECIFIED	160 Sponsored Programs	01-Sep-2010	31-Dec-2019	411	115.72	0.00	694,624.70	803,837.05	0.00	-109,212.35
Grand Total													0.00	4,150,250.52	1,846,693.25	233,999.80	2,078,557.47

Analyze - Edit - Refresh - Print - Export

Click award number for more details:

SUNY RF Report Center

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Award Information

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Award Administrative Information

Award Number : 80863	Award Name : Education and Training Fellowships in the Conservation of Cultural Heritage and Humanities Collections	Award Principal Investigator : Ravines, Dr. Patrick	Award Organization : 160 Patricia and Richard Garman Art Conservation Department
Sponsor Name : National Endowment for the Humanities	Sponsor ID Number : PE25837118	CFDA Number : 45.149	Primary Funding Source Name :
Award Type : Federal	Award Purpose : Grant	Start Date : 01-Jan-2018	End Date : 31-Dec-2019
Award Transaction Close Date : 28-Feb-2020	Award Closure Date : 31-Dec-4712	Award Status : ACTIVE	On/Off Campus : On
IDC Burden Schedule : MTDC ZEr0	IDC Rate : 0.00	IDC Calc Period : N	Interest Code : No Requirement to Report or Pay Interest
NACUBO : Fellowships	Property Title : No Property Purchased	Cost Share Information : Voluntary Committed	Subject to E-Verify Rule : N
Billing Terms : IMMEDIATE	Billing Rule : EVENT	Billing Cycle : Other	Billing Format : NO_PRINT
ARRA Recovery Account Funding : N	ARRA Recovery Account Amount : 0	Award Amount : 150,000.00	Current Budget : 150,000.00
Funded Amount : 150,000.00	CIP Code : To Be Determined		

Edit - Refresh - Export

Award Team

Full Name	Award Role	From	To
Lavelle, Ms. Meredith A	Award Administrator	01-Jan-2018	
Ravines, Dr. Patrick	Principal Investigator	01-Jan-2018	

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Award Installment

Installment Number	Active Flag	Installment Description	Installment Start Date	Installment End Date	Installment Close Date	Sponsor Actual From Date	Sponsor Actual To Date	Direct Cost	Indirect Cost	Total Cost
1	Y	Education and Training Fellowships in the Conservation of Cultural Heritage and Humanities Collections	01-Jan-2018	31-Dec-2019	28-Feb-2020			150,000.00	0.00	150,000.00
Grand Total								150,000.00	0.00	150,000.00

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Cash Position

Budget Information	Expense Amount
Total Direct Amount : 450,000.00	Total Expenditure Amount : 47,976.00

Principal Investigator: My Grants > Award Information: Award Information

Details to help you manage awards:

Award Information

 Alerts! Home

All Budget Information

Award Number: **80863** Project Number : **1145431** Task Number : **1** Task IDC Rate : Task Override Schedule : Task IDC Cal Period :

Expenditure Category	Expenditure Type	Budget Amount
Fellows and Part Support	FPS Fellowships	150,000.00
TOTAL Direct Costs Total		150,000.00
Grand Total		150,000.00

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Award Reports Not Submitted

Installment Number	Report Name	Report Type	Due Date	Date Filed	Filed By	Due Within Days
1	Financial Report Final	Financial	31-Mar-2020			502
1	Program Financial Report Final	Non Financial	31-Mar-2020			502
1	Progress Report Annual	Non Financial	31-Jan-2019			77

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Award Reports Submitted

Installment Number	Report Name	Report Type	Due Date	Date Filed	Filed By
1	Financial Report Final	Financial	31-Mar-2020		
1	Program Financial Report Final	Non Financial	31-Mar-2020		
1	Progress Report Annual	Non Financial	31-Jan-2019		

Award References

Reference Type Description	Value
Team Assignment	GM

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Terms And Conditions

Scroll down and click breadcrumbs to go back to previous pages:

03/15/18 Established award for \$\$150,000, no IDC. Associated cost share award is 80%

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Click here for expenses:

Direct ent	Payroll Encumbrance Shortage	Direct Current Budget	Direct Expense	Direct Encumbrance	Direct Available Balance
50.00	0.00	150,000.00	17,275.60	57,724.40	75,000.00
	0.00	150,000.00	17,275.60	57,724.40	75,000.00

Drill down into category for more details:

Principal Investigator					Home
Direct Award Category Summary					
Award Number : 80863 Award Status : ACTIVE Award Start Date : 01-Jan-2018 Award End Date : 31-Dec-2019 Sponsor Name : National Endowment for the Humanities Sponsor ID Number : PE25837118 Award Name : Education and Training Fellowships in the Conservation of Cultural Heritage and Humanities Collections Award Principal Investigator : Ravines, Dr. Patrick Award Organization : 160 Patricia and Richard Garman Art Conservation Department Award Purpose Code: Grant Award Type: Federal Award IDC Schedule: MTDC ZEro Award IDC Rate: 0.00 Salary & Fringe Shortage Amount 0.00  Salary & Fringe Exception Amount 0.00 					
	Direct Current Budget	Direct Expense Amount	Direct Encumbrance Amount	Direct Available Balance	
Fellows and Part Support	150,000.00	17,275.60	57,724.40	75,000.00	
Total Other Total	150,000.00	17,275.60	57,724.40	75,000.00	
TOTAL Direct Costs Total	150,000.00	17,275.60	57,724.40	75,000.00	
Grand Total	150,000.00	17,275.60	57,724.40	75,000.00	
Return - Analyze - Edit - Refresh - Print - Export - Create Bookmark Link					

Details:

Principal Investigator

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Non Salary Category Detail

Expenditure Category: **Fellows and Part Support**

Expenditure Type	Award Number	Project Number	Task Number	Vendor/Person Name	PO Number	Invoice Num	Expenditure Item Date	Posted Date	Expense Amount	Encumbrance Amount	Total Commitment
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	27-Aug-2018	Dec-4712	0.00	12,403.85	12,403.85
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	30-Aug-2018	Dec-4712	0.00	-288.46	-288.46
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	31-Aug-2018	Aug-2018	288.46	0.00	288.46
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	13-Sep-2018	Dec-4712	0.00	-576.92	-576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	14-Sep-2018	Sep-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	27-Sep-2018	Dec-4712	0.00	-576.93	-576.93
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	28-Sep-2018	Sep-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	11-Oct-2018	Dec-4712	0.00	-576.92	-576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	12-Oct-2018	Oct-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	25-Oct-2018	Dec-4712	0.00	-576.92	-576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	26-Oct-2018	Oct-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	08-Nov-2018	Dec-4712	0.00	-576.92	-576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	09-Nov-2018	Nov-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Brewer, Allison	Not Applicable	Not Applicable	01-Jul-2019	Dec-4712	0.00	2,596.16	2,596.16
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	27-Aug-2018	Dec-4712	0.00	12,403.85	12,403.85
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	30-Aug-2018	Dec-4712	0.00	-288.46	-288.46
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	31-Aug-2018	Aug-2018	288.46	0.00	288.46
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	13-Sep-2018	Dec-4712	0.00	-576.92	-576.92
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	14-Sep-2018	Sep-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	27-Sep-2018	Dec-4712	0.00	-576.93	-576.93
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	28-Sep-2018	Sep-2018	576.92	0.00	576.92
FPS Fellowships	80863	1145431	1	Burns, Carolyn	Not Applicable	Not Applicable	11-Oct-2018	Dec-4712	0.00	-576.92	-576.92

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