

## **Sponsored Projects Financial Trend**

This report provides financial data for an individual project and trends that data across years or months. Choose this report for use in forecasting of expenses out to future periods. The report prompt includes a PROJECT YEAR option. This allows you to go straight to a specific year. If you leave this prompt blank, you are initially taken to a life-to-date view with columns showing expenses by year. A drop-down selector at the top of the report gives the following options:

- Project LTD by Calendar Year
  - o Columns break out expenses by year across the life of the project.
- Project Year View
  - o Columns break out expenses by month for a given year.
- Project LTD View
  - Columns break out expenses by month across the life of the project.

At the top of the report is a link to <u>LOAD FINANCIAL TREND WITH LABOR DETAIL</u>. If you have labor data access to this project, clicking this link will load labor details showing actual names and amounts instead of a summary by salary account code.