Overview

424 Budgeting is the default method of entering budget data for a subcontract in a PennERA record. It allows users to enter data supplied by subcontractors with minimal calculation done by the application. This allows users to more easily replicate the budget forms supplied by the subcontract organization in their PennERA record.

Budget Entry

Budget Items

Personnel Budget Entry

Once the Personnel line is added, users enter by clicking the Budget link on the appropriate line. On the Budget Detail screen, users enter the Base Salary, Months, Salary Requested, and Fringe Benefits for each period. Users can also populate future years by using the inflation entry on each line. PD will calculate yearly and grand totals for the request.

Non-Personnel Budget Entry

Once the Non-Personnel line is added, users enter by clicking the Budget link on the appropriate line. On the Budget Detail Screen, users enter the Cost to Project for each period. PD will calculate the total. As with the Personnel entry, users can populate future years by using the inflation entry on each line.

F&A Budget Entry (S2S Detailed Budget)

On an S2S detailed budget, users will enter F&A via an Edit icon. Users will then enter the IDC Type, Rate, Base, Funds Requested, and Sponsor or Institution funds requested then click.

F&A Budget Entry (S2S Modular Budget or Generic Record)

On S2S Modular or Generic record budgets, users simply enter the F&A request in the data entry field.

Cost Sharing and Justification

These areas function just as they do for the Prime budget.

For further assistance, please contact the PennERA Help Desk at PennERAHelp@lists.upenn.edu.