

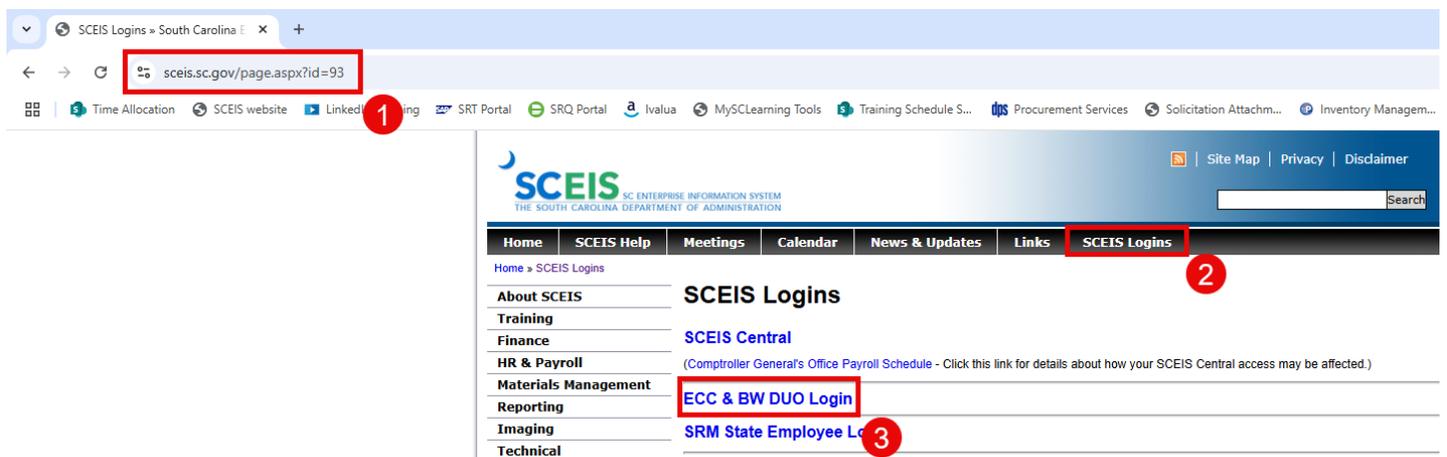
# Transaction – Creation of GM Budget

## Purpose

This document explains how to load grant budgets through the Grants Management (GM) module. The Life to Date (LTD) budget will be entered in the Detail Data section of the grant budget creation transaction (GM\_CREATE\_BUDGET) for a grant's sponsored program/sponsored class combination. The result is that the grant's LTD budget is posted and can be viewed in the Availability Control (AVC) Overview for the Grants Management Dimensions Report (transaction code **ZGMAVCOVRW**), GM Budget Overview Report (transaction code **GMBDGTVIEW**) or the Grants Management: Line Item Display Report (transaction code **ZS\_PLN\_16000269**).

## Process

1. Go to the SCEIS website ([sceis.sc.gov](https://sceis.sc.gov)).
2. Click the **SCEIS Logins** tab.
3. Click the **ECC & BW DUO Login** link.



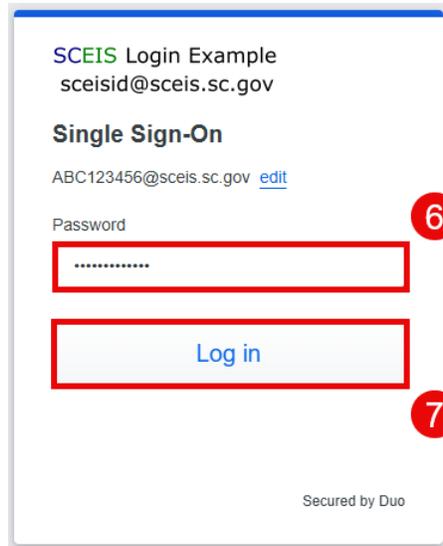
The screenshot shows a web browser window with the URL [sceis.sc.gov/page.aspx?id=93](https://sceis.sc.gov/page.aspx?id=93). The browser's address bar and the website's navigation menu are highlighted with red boxes and numbered 1 and 2 respectively. The navigation menu includes links for Home, SCEIS Help, Meetings, Calendar, News & Updates, Links, and SCEIS Logins. The SCEIS Logins page is displayed, showing a list of links: SCEIS Central, ECC & BW DUO Login, and SRM State Employee Login. The ECC & BW DUO Login link is highlighted with a red box and numbered 3.

4. Enter your SCEIS ID followed by “@sceis.sc.gov.”
5. Click **Next**.

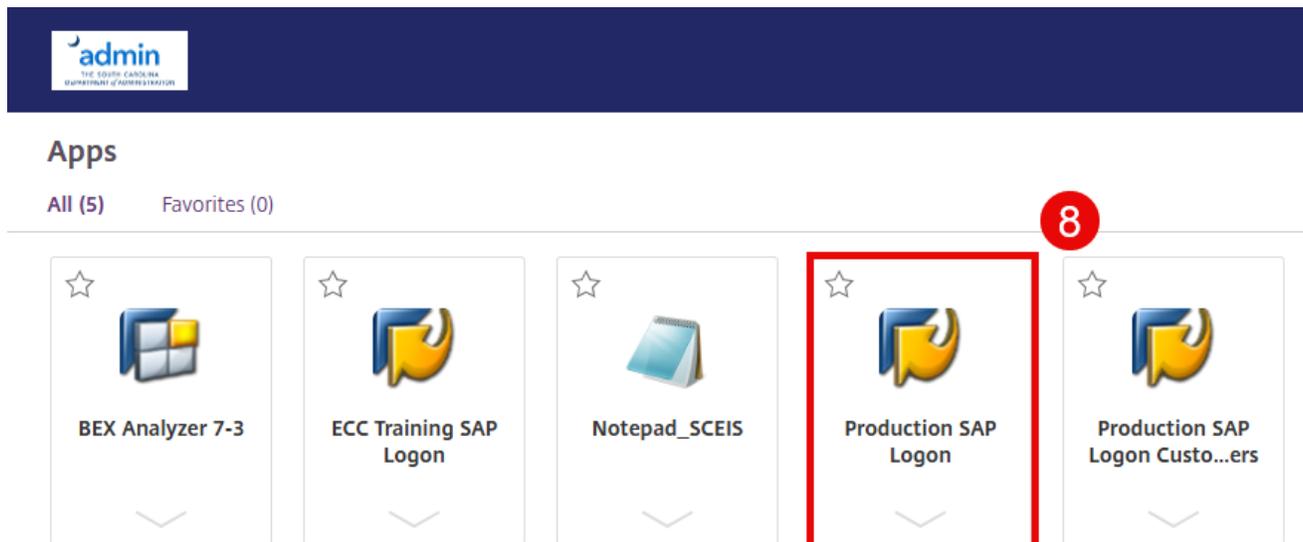


The screenshot shows a login form titled "SCEIS Login Example" with the email address "sceisid@sceis.sc.gov". Below the title, it says "Single Sign-On" and "SCEIS ID with domain in email address format". There is a text input field containing "ABC123456@sceis.sc.gov" and a "Next" button. Both the input field and the button are highlighted with red boxes and numbered 4 and 5 respectively. The form is secured by Duo.

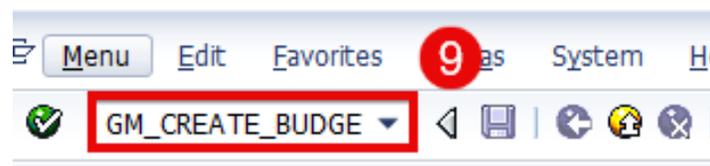
6. Enter your Password.
7. Click **Log in** and complete the DUO process.



8. Click the **Production SAP Logon** icon.



9. In the Command field, enter transaction code **GM\_CREATE\_BUDGET** and press **Enter** on the keyboard.







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13. The GM budget document is posted.

**GM Budget - Display Posted Document used by DSHOOK**

Document Number: 1000533630 Check OK

Header | Additional Information

Process	ENTR Enter	Currency	USD	Document Status	Posted
Grant	D5001DEMO125	Document Date	03/24/2025	Reversal Status	Normal
GM Doc Type	04	Budget Version	0	Budget Status	R Released
Header Description					

List View | Hierarchy View | Indirect Cost

Line	Valid from Da...	Valid to Date	Fund	Sponsored Program	Sponsored Class	Net Amount	Posting Date	T...
<b>Class Type E Expenses</b>						<b>3,700,000.0...</b>		
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	ALLOCATION ENTITIES	500,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	CONTRACTUAL SERVICES	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	EMPLOYER CONTRIB	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	FIXED ASSETS(NON-CAP	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	FIXED CHARGES & CONT	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	PERS SVCS-TEMP GRANT	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	PERSONAL SERVICES	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	SUPPLIES & MATERIALS	400,000.00	07/01/2024	
0000...	07/01/2024	09/30/2027	505500...	D500 ADMINISTRATION	TRAVEL	400,000.00	07/01/2024	

SAP | GM\_CREATE\_BUDGET | SAPVQAPEC5191

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If you have difficulty using this procedure, contact the SCEIS Service Desk at 803.896.0001 and select option #2.