Looking up your grant balances:

**Step 1:** Click on the “Grants Management” icon

**Step 2:** Click the report called “Grant Budget vs Actual (User)”

**Step 3:** Click “OK”

If you prefer to look at only 1 or 2 grants at a time you can select them on the grant box on this prompt screen. Leaving the box blank will return all your grants.
Once you see the list of your grants, if you click the arrow button on the left you can expand to view the spend by budget category.

NEW FEATURE! - If you click on payroll obligations, there is info in there (with names!).