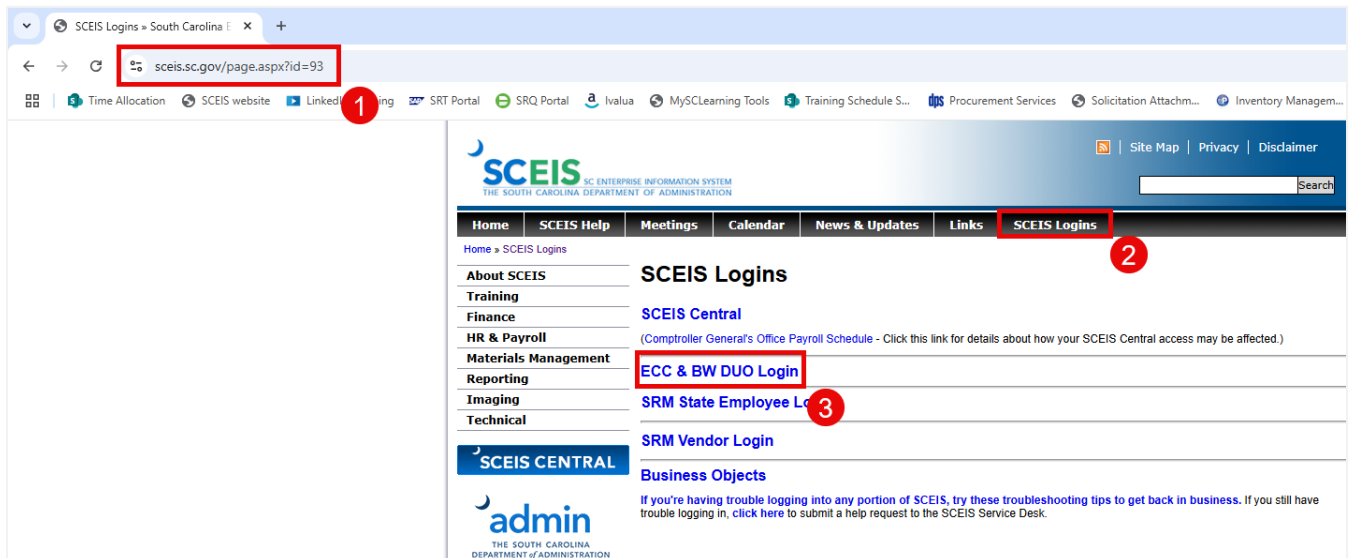


Purpose

This Enterprise Central Component (ECC) report enables users to report on a grant's overall budget, commitments and actuals. Users can display and review grant data that is needed for grant analysis and reporting requirements. This report can be accessed using transaction code **ZGM_E_4GBA** (Overall Budget vs. Commitment/Actual).

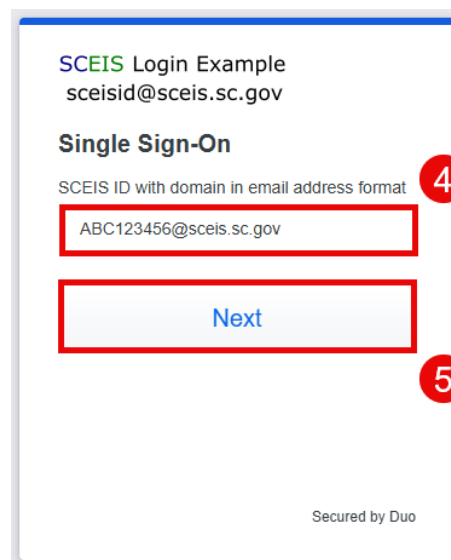
Process

1. Go to the SCEIS website (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 (1). The navigation menu includes Home, SCEIS Help, Meetings, Calendar, News & Updates, Links, and SCEIS Logins (2). The SCEIS Logins page displays several links, with the **ECC & BW DUO Login** link highlighted (3).

4. Enter your Username.
5. Click **Next**.



The screenshot shows the SCEIS Login Example page with the email address `sceisid@sceis.sc.gov`. The Single Sign-On section prompts the user to enter their SCEIS ID with domain in email address format (4). The input field contains `ABC123456@sceis.sc.gov`. The **Next** button is highlighted (5).

Secured by Duo

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



SCEIS Login Example
sceisid@sceis.sc.gov

Single Sign-On

ABC123456@sceis.sc.gov [edit](#)

Password

.....

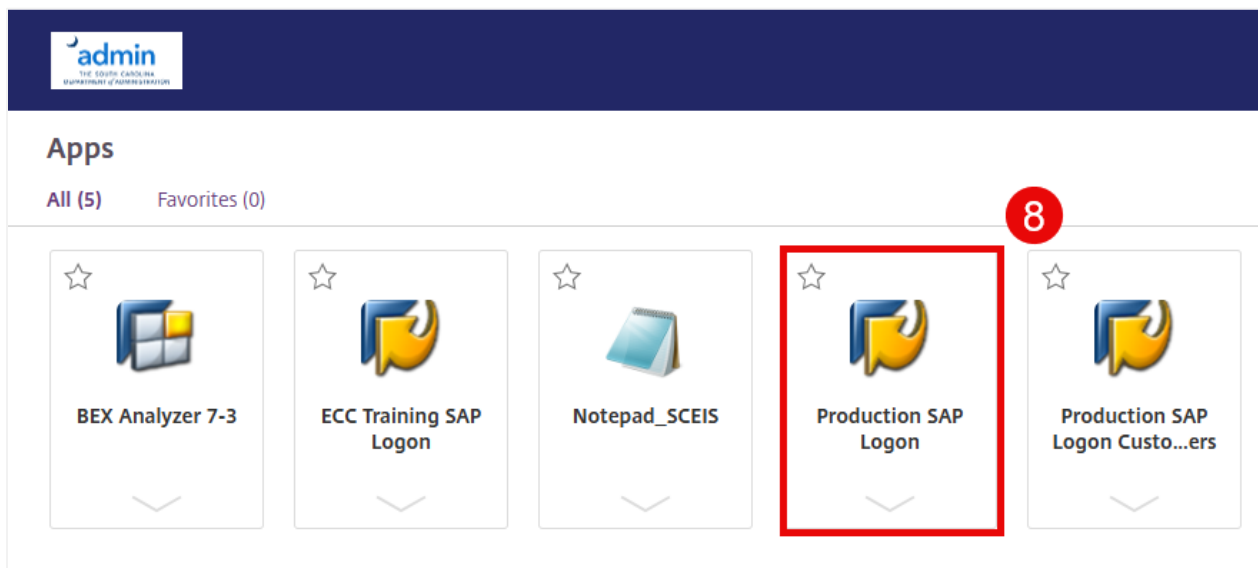
Log in

Secured by Duo

6

7

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



admin
THE SOUTH CAROLINA
DEPARTMENT OF ADMINISTRATION

Apps

All (5) Favorites (0)

BEX Analyzer 7-3

ECC Training SAP Logon

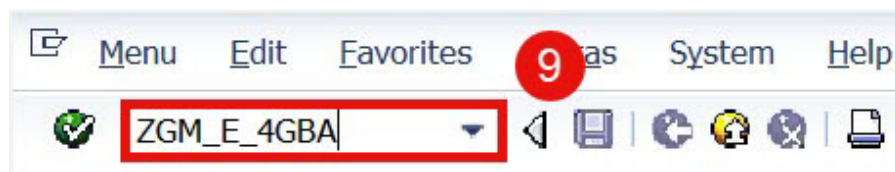
Notepad_SCEIS

Production SAP Logon

Production SAP Logon Custo...ers

8

9. Enter transaction code **ZGM_E_4GBA** in the Command field and press **Enter** on the keyboard.



Menu Edit Favorites **9** as System Help

ZGM_E_4GBA

10. The selection screen displays. Users can select/enter criteria such as **Fiscal Year, Period, Grant, Fund, Sponsored Program** and **Sponsored Class**.

GM Budget vs. Commitments/Actuals: Selection

Variation Output Parameters... Data Source... Extract Paramet

10

Selection values

GM Version	0
From Fiscal Year	2026
To Fiscal Year	2026
Company Code	SC01
Period	16

Selection groups

Grant			
Or value(s)		to	
Fund			
Or value(s)		to	
Sponsored Program			
Or value(s)		to	
Sponsored Class			
Or value(s)		to	

11. Under **Selection groups**, in the **Or value(s)** field, enter **the grant number** or select from the dropdown. (Note: other fields such as **Fund, Sponsored Program** and **Sponsored Class** values can also be entered/selected to narrow the search.)

GM Budget vs. Commitments/Actuals: Selection

Variation Output Parameters... Data Source... Extract Parameters...

11

Selection values

GM Version	0
From Fiscal Year	2026
To Fiscal Year	2026
Company Code	SC01
Period	16

Selection groups

Grant			
Or value(s)		to	
Fund			
Or value(s)		to	
Sponsored Program			
Or value(s)		to	
Sponsored Class			
Or value(s)		to	

12. Click the **Execute** icon.

GM Budget vs. Commitments/Actuals: Selection

Variation
 Output Parameters...
 Data Source...
 Extract Parameters...

Selection

GM Version: 0
 From Fiscal Year: 2020
 To Fiscal Year: 2026
 Company Code: SC01
 Period: 16

Selection groups

Grant:

Or value(s):

Fund:

Or value(s): to

Sponsored Program:

Or value(s): to

Sponsored Class:

Or value(s): to

13. The output displays a grant’s budget-related transactions (i.e., Original Budget, Supplement, Transfer Return and Available Budget).

GM Budget vs. Commitments/Actuals

GM Budget vs. Commitments/Actuals Date: 04/09/2026 Page: 1 / 1

Company Code: SC01 State of South Carolina GM Version: 0
Period: 16

Grant/Group: D500XXXXXXXX

	Original Budget	Supplement	Transfer	Return	Available Budget
INDC REVENUE INDC REVENUE/RECOVERY					
* D500 ADMINISTRATION Grant Administration					
INDC REVENUE INDC REVENUE/RECOVERY					
* D500 DOE TRNG & TECH D500 Training & Tech					
** 29230000 INDIRECT COST RECOVERIES					
ALL REVENUES ALL REVENUES					
ALLOC-OTHER ALLOCATIONS OTHER EX	20,000.00			(20,000.00)	
ALLOCATION ENTITIES ALLOCATION ENTITIES	358,862.39			(14,908.45)	343,953.93
CONTRACTUAL SERVICES CONTRACTUAL SERVICES	121,307.96		(50,000.00)	(8,150.85)	63,157.11
EMPLOYER CONTRIB EMPLOYER CONTRIBUTIO	128,381.79			(18,065.91)	110,315.88
FIXED CHARGES & CONT FIXED CHARGES & CONT	31,121.50			(10,539.01)	20,582.49
INDC EXPENSE INDC EXPENSE	36,952.50			(1,492.07)	35,460.43
PERS SVCS-TEMP GRANT PERS SVCS TEMPORARY	24,253.83			(9,688.88)	14,564.95
PERSONAL SERVICES PERSONAL SERVICES	245,020.52			(35,149.57)	210,670.95
PERSONAL SVCS-TEMP PERSONAL SVCS-TEMP	324.33			(109.81)	214.52
SUPPLIES & MATERIALS SUPPLIES AND MATERIA	28,222.59	50,000.00		(50,100.00)	28,122.59
TRAVEL TRAVEL	17,200.00			(12,697.76)	4,502.24
UNCLASS POSITIONS UNCLASSIFIED POSITIO	23,246.07			(4,416.01)	18,830.06
* D500 ADMINISTRATION Grant Administration	1,035,701.47	50,000.00	(50,000.00)	(185,318.32)	850,383.15
EMPLOYER CONTRIB EMPLOYER CONTRIBUTIO	5,511.39			(652.30)	4,859.01
INDC EXPENSE INDC EXPENSE	1,700.00			(105.23)	1,594.77

14. Under one of the budget-related processes (e.g., Original Budget), double-click on an amount to view the details.

GM Budget vs. Commitments/Actuals

GM Budget vs. Commitments/Actuals Date: 04/09/2026 Page: 1 / 1

Company Code SC01 State of South Carolina GM Version 0
Period 16

Grant/Group D500XXXXXXXX

	Original Budget	Supplement	Transfer	Return	Available Budget
INDC REVENUE INDC REVENUE/RECOVERY					
* D500 ADMINISTRATION Grant Administration					
INDC REVENUE INDC REVENUE/RECOVERY					
* D500 DOE TRNG & TECH D500 Training & Tech					
** 28230000 INDIRECT COST RECOVERIES					
ALL REVENUES ALL REVENUES	20,000.00			(20,000.00)	
ALLOC-OTHER ALLOCATIONS OTHER EX	350,062.39			(14,900.45)	343,953.93
ALLOCATION ENTITIES ALLOCATION ENTITIES	121,307.96		(50,000.00)	(8,150.85)	63,157.11
CONTRACTUAL SERVICES CONTRACTUAL SERVICES	120,301.79			(10,065.91)	110,315.88
EMPLOYER CONTRIB EMPLOYER CONTRIBUTIO	31,121.50			(1,539.01)	20,582.49
FIXED CHARGES & CONT FIXED CHARGES & CONT	36,952.50			(1,492.07)	35,460.43
INDC EXPENSE INDC EXPENSE	24,253.83			(9,688.88)	14,564.95
PERSS SVCS-TEMP GRANT PERSS SVCS TEMPORARY	245,020.52			(35,149.57)	210,670.95
PERSONAL SERVICES PERSONAL SERVICES	324.33			(109.81)	214.52
PERSONAL SVCS-TEMP PERSONAL SVCS-TEMP	20,222.59	50,000.00		(50,100.00)	20,122.59
SUPPLIES & MATERIALS SUPPLIES AND MATERIA	17,200.00			(12,697.76)	4,502.24
TRAVEL TRAVEL	23,246.07			(4,416.01)	18,830.06
UNCLASS POSITIONS UNCLASSIFIED POSITIO	1,035,701.47	50,000.00	(50,000.00)	(185,318.32)	850,383.15
* D500 ADMINISTRATION Grant Administration	5,511.39			(652.30)	4,859.01
EMPLOYER CONTRIB EMPLOYER CONTRIBUTIO	1,700.00			(105.23)	1,594.77
INDC EXPENSE INDC EXPENSE					

15. The user is directed to the **Grants Management: Line Item Display** report, which provides the details of that budget posting.

Grants Management: Line Item Display

Grant Fund Sponsored Program Sponsored Class BuValNbr Year Period GM VT Posting Date Trans. Currency Currency Stat.Ind. G/L Account

D500	57910000	D500 ADMINISTRATION	ALLOC-OTHER	010	2024	12	R1	06/27/2024	20,000.00	USD		
D5									20,000.00	USD		
									20,000.00	USD		

16. Click the **Back** icon to return to the report.



Report – Overall Budget vs. Commitment/Actual

17. Under the **Commitments** or **Actual** columns, double-click on an amount to view the details.

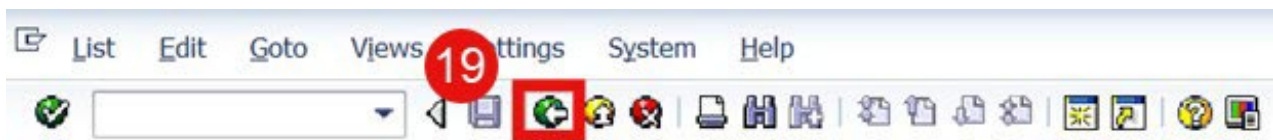
Commitments	Actual	Variance
	(11,774,075.75)	11,774,075.75
	343,953.93	
	59,288.21	3,868.90
	110,315.88	
	18,521.74	2,060.75
	35,460.43	
	14,564.95	
	210,678.85	
	214.52	
	28,122.59	
	4,502.24	
	18,830.06	
	(10,929,622.25)	11,780,005.40
	4,859.01	
	1,525.51	69.26
	10,396.07	
	314.84	
	17,095.43	69.26
	(1,198.61)	1,198.61
	11,071,983.86	
	11,070,785.25	1,198.61
	158,258.43	11,781,273.27

18. The user is directed to the **Grants Management: Line Item Display** report, which provides the details of that commitment or actual posting.

Grants Management: Line Item Display

Grant	Fund	Sponsored Program	Sponsored Class	BuValN	Year Period VT	Posting Date	Tran	Crty Crty	Stat.In	G/L Account
05001	57410000	D500 ADMINISTRATION	PERSONAL SVCS-TEMP	010	2025 5 99	11/15/2024	20.19	USD	R	5010730000
D5001	57410000	D500 ADMINISTRATION	PERSONAL SVCS-TEMP	010	2026 2 99	08/15/2025	194.33	USD	R	5010890000
							214.52	USD		
							214.52	USD		

19. Click the **Back** icon to return to the report and view other amounts as needed.



Report – Overall Budget vs. Commitment/Actual

Note: This report can be used for passthrough grants but will not provide a consolidated view. Like other Report Painter-formatted reports and upon report execution, users can select a grant (if multiple grants were entered in the selection screen) under the Variation section when using the Document Navigation tool.

GM Budget vs. Commitments/Actuals

GM Budget vs. Commitments/Actuals Date: 04/01/2026 Page: 1 / 1

Company Code SC01 State of South Carolina GM Version 0
Period 16

Grant/Group E200

	Original Budget	Supplement	Transfer	Return	Available Budget	Commitments	Actual	Variance
IDC REVENUE IDC REVENUE/RECOVERY							(10,365.31)	10,365.31
* E200 GRANTS Safety and Grants							(10,365.31)	10,365.31
** 22230000 INDIRECT COST RECOVERIES							(10,365.31)	10,365.31
ALL EXPENSES ALL EXPENSES	1,075,200.00				1,075,200.00		(417,507.50)	1,075,200.00
ALL REVENUES ALL REVENUES								417,507.50
ALOC COUNTIES-RESTR ALLOC COUNTIES-RESTR	2,167,840.40			(1,492,265.85)	675,574.55			675,574.55
ALOC MUNI-RESTRICT ALLOC MUNICIPALITIES	306,947.00			(40,826.51)	266,120.49			266,120.49
ALOC OTH ST AGENCY ALLOC OTH ST AGENCY	3,366,789.72			(1,445,949.45)	1,920,840.27			1,920,840.27
ALLOCATION ENTITIES ALLOCATION ENTITIES	17,492,172.35			(4,153,653.39)	13,338,518.96			13,338,518.96
CAPITAL OUTLAY (MA) CAPITAL OUTLAY (MA)						2,332.60		(2,332.60)
CONTRACTUAL SERVICES CONTRACTUAL SERVICES						552.98	82,245.61	(82,798.59)
EMPLOYER CONTRIB EMPLOYER CONTRIBUTIO	153,512.24			(11,758.12)	141,754.12		205,461.96	(63,707.84)
FIXED CHARGES & CONT FIXED CHARGES & CONT							6,928.48	(6,928.48)
IDC EXPENSE IDC EXPENSE	430,319.00				430,319.00		10,365.31	(10,365.31)
PERSONAL SERVICES PERSONAL SERVICES							495,360.78	(65,041.78)
SUPPLIES & MATERIALS SUPPLIES AND MATERIA						2,525.26	112,227.83	(114,753.09)
TRAVEL TRAVEL							7,000.07	(7,000.07)
UTILITIES UTILITIES							1,402.69	(1,402.69)
* E200 GRANTS Safety and Grants	24,992,780.71			(7,144,453.32)	17,848,327.39	5,410.84	503,485.23	17,339,431.32
** 50570000 FEDERAL GRANTS	24,992,780.71			(7,144,453.32)	17,848,327.39	5,410.84	503,485.23	17,339,431.32

Alternatively, reports such as **GMBDGTVIEW** (GM Budget Overview) and **ZS_PLN_16000269** (GM Line Item Display) offer Passthrough Consolidation functionality if needed.

Result

This report shows selected grants and their corresponding budgets (categorized by budgeting process such as Original Budget, Supplement, Transfer and Return), commitments and actuals. Users can drill down to view reference documents related to the grants’ postings.

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