



Cardinal Reports Catalog

Project Accounting

VIRGINIA DEPARTMENT OF ACCOUNTS

Revised 9/1/2026



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Revision History

Revision Date	Summary of Changes
9/1/2026	Updated to reflect the Cardinal system upgrades.
3/4/2026	Updated information for the Customer Contract Products Query .
10/10/2025	Added a new query titled Non-Federal Active Contract Summary by District .
9/29/2025	Updated the reference for the NAV220 Cardinal Reporting (FIN) WBT Course from the Cardinal Website to COVLC.
8/21/2025	Updated the screenshots and verbiage for the Bill History by Contract Query .
2/21/2024	Baseline.



Training Materials and Resources

After reviewing this Reports Catalog, if any additional information or guidance is needed, please refer to the following:

Cardinal NAV220 Introduction to Cardinal Financial Reporting: This Web-Based Training (WBT) course provides training and video tutorials that cover the fundamentals of how to run or access financial reports and queries. Additionally, it covers how to perform inquiries on financial data. This course is available in [COVLC](#) and provides:

- Key concepts in Cardinal reporting
- Information and an interactive demonstration on how to run FIN reports using different Reporting Options
- Information on how to retrieve existing Batch Generated FIN Reports
- Information on how to add FIN reports to your Favorites folder
- Information on how to perform an inquiry on financial data
- Information and an interactive demonstration on how to navigate to the Query Viewer, search for and run a FIN query, and download the query results
- Information on how to add FIN queries to your Favorites folder

NAV220 Monitoring Tips: This Job Aid provides additional information and navigation instructions for some of the more commonly used Financials reports, queries, and inquiries.

NAV220 Generating FIN Reports and Inquiries: This Job Aid provides detailed instructions and screenshots for generating a FIN report or inquiry.

NAV220 Running and Scheduling FIN Queries: This Job Aid provides detailed instructions and screenshots for running a FIN query.

Note: These Job Aids are located on the Cardinal website in **Job Aids** under **Learning**.



Project Accounting

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Project Accounting Inquiries

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Employee Costs by Activity Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review employee time and costs by Activity.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Review Costs > Accumulated Costs > Employee Costs by Activity

INPUT / SEARCH CRITERIA:

Business Unit
Project
Activity
WBS ID
Project Description
Activity Description
Activity Type
Status as of Effective Date
Activity Owner
New Milestone

OUTPUT FORMAT:

Online

Screenshot of the Employee Costs by Activity Inquiry Find an Existing Value Search Page

← Fed Contract Status Report

Employee Costs by Activity

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

"Business Unit"

=

50100

Q

Project

begins with

0000095952

Q

Activity

begins with

Q

WBS ID

begins with

Q

Project Description

begins with

Q

Activity Description

begins with

Q

Activity Type

begins with

Q

Status as of Effective Date

=

Q

Q

Activity Owner

begins with

Q

New Milestone

=

Q

Q

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

295 results - Business Unit "50100" Project "0000095952"

1-100 of 295

View All

Business Unit	Project	Row Number	WBS ID	Activity	Project Description	Activity Description	Activity Type	Status as of Effective Date	Activity Owner	New Milestone	
50100	0000095952	3	1.1.1	602	0029-071-681,P101,R201,C501	PE/Constr - Constr on PE Job	9101	Inactive	(blank)	(blank)	>



Screenshot of the Employee Costs by Activity Inquiry Page

[← Fed Contract Status Report](#)Employee Costs by Activity

Project 0000095952

Description 0029-071-681,P101,R201,C501

Activity 602

Description

Employee Costs by Activity

<< < 1-5 of 20 > >> | [View All](#)

Analysis Type		Currency	Unit of Measure	Quantity	Amount
BLD	00012522200	USD	HUR	24.00	883.40
BLD	00073599100	USD	HUR	16.00	669.76
BLD	00163927400	USD	HUR	4.00	108.50
BLD	00164650300	USD	HUR	4.00	140.34
BLD	00219329200	USD	HUR	13.00	411.68

[Return to Search](#) [Notify](#)



Employee Costs by Project Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review employee time and costs by Project.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Review Costs > Accumulated Costs > Employee Costs by Project

INPUT / SEARCH CRITERIA:

Business Unit
Project
Description

OUTPUT FORMAT:

Online

Screenshot of the Employee Costs by Project Inquiry Find an Existing Value Search Page

← Employee Costs by Activity

Employee Costs by Project

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

✎

Saved Searches

Choose from saved searches

✎

*Business Unit

=

50100

Q

Project

begins with

0000095952

Q

Description

begins with

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

1 result

1-1 of 1					View All
Business Unit	Project	Description	Project Type		
50100	0000095952	0029-071-681,P101,R201,C501	CONST	>	



Screenshot of the Employee Costs by Project Inquiry Page

← Employee Costs by Activity

Employee Costs by Project

Project 0000095952

Description 0029-071-681,P101,R201,C501

Employee Costs by Project

1-5 of 281

>

>|

View 100

Analysis Type	Employee ID	Currency	Unit of Measure	Quantity	Amount
ACT	00035168400	USD			303.05
ACT	00221880000	USD			102.60
ACT	00609805800	USD			35.00
BLD	00035168400	USD			303.05
BLD	00609805800	USD			35.00

Return to Search

Notify



Flexible Analysis Template

REVISED: 9/1/2026

DESCRIPTION:

This template is used to specify the analysis types that the system uses to gather Project costs. Users must create a template before they can perform flexible analysis. A Flexible Analysis Inquiry provides a view of activity costs based on the analysis groups that are specified in the flexible analysis template.

The user can save a template as a user default to save time performing flexible analyses or can modify flexible analysis templates as required.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Flexible Analysis Template > Add a New Value

INPUT / SEARCH CRITERIA:

Business Unit

OUTPUT FORMAT:

Online

Screenshot of the Flexible Analysis Inquiry Template

← Cardinal Financials

Flexible Analysis Template

User ID

Name

JOHN DOE

Business Unit

50100

Template

NEXT

☐ Public

*Description

FLEXIBLE_ANALYSIS_TEMPLATE_TST

Flexible Analysis Template

<

>

1-2 of 2

<

>

View All

Number	Analysis Group	Field Heading		
1	ALL	All Analysis Types	+	-
2	PSBLD	Billing to Projects	+	-

Return To Flexible Analysis

Save

Notify

Add



Flexible Analysis Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review current Project data from the Project Summary tables. It provides a view of activity costs based on the analysis groups that are specified in a flexible analysis template.

Users must create a template before they can perform flexible analysis. Templates specify the analysis types that the system uses to gather Project costs. The user can save a template as a user default in order to save time performing flexible analyses or can modify flexible analysis templates as required.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Interactive Reports > Flexible Analysis Report

INPUT / SEARCH CRITERIA:

Business Unit
Project
Description
Project Type

OUTPUT FORMAT:

Online

ADDITIONAL INFORMATION:

None

Screenshot of the Flexible Analysis Inquiry Find an Existing Value Search Page

← Cardinal Financials

Flexible Analysis

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*Business Unit

=

50100

Q

Project

begins with

0000095952

Q

Description

begins with

Q

Project Type

begins with

Q

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

1 result - Business Unit "50100" Project "0000095952" +1 more

<<

<

1-1 of 1

>

>>

View All

Business Unit	Project	Description	Project Type	
50100	0000095952	0029-071-681,P101,R201,C501	CONST	>

Rev 9/1/2026

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Screenshot of the Flexible Analysis Inquiry Page

[← Projects WorkCenter](#)

Flexible Analysis

Project 0000095952

Description 0029-071-681,P101,R201,C501

Flexible Analysis Cost Summary : User Template : 10

<< < 1-1 of 1 > >> | View All

Project	All Analysis Types	Billing to Projects
0000095952	\$19,180,399.69	\$27,818.93

Flexible Analysis Template

Return to Search

Notify

Screenshot of the Flexible Analysis Inquiry Page (continued)

[← Cardinal Financials](#)

Flexible Analysis

Project 0000095952

Description 0029-071-681,P101,R201,C501

0000095952

Flexible Analysis Cost Summary : User Template : 10

<< < 1-3 of 5 > >> | View All

Activity ID	Summary	All Analysis Types	Billing to Projects
9104	☒	\$10,939,641.85	\$24,331.37
9320	☒	\$6,724,144.00	
9101	☒	\$1,068,123.98	\$3,487.56

Flexible Analysis Template

Return to Search

Notify



Screenshot of the Flexible Analysis Inquiry Page (continued)

[← Cardinal Financials](#)

Flexible Analysis

Project 0000095952

Description 0029-071-681,P101,R201,C501

0000095952 • 9104

Flexible Analysis Cost Summary : User Template : 10

1-2 of 2

View All

Activity ID	Summary	All Analysis Types	Billing to Projects
9164	☒	\$10,925,000.91	\$24,331.37
9174	☒	\$14,640.94	

Flexible Analysis Template

Return to Search

Notify

Screenshot of the Flexible Analysis Inquiry Page (continued)

[← Cardinal Financials](#)

Flexible Analysis

Project 0000095952

Description 0029-071-681,P101,R201,C501

0000095952 • 9174

Flexible Analysis Cost Summary : User Template : 10

1-3 of 5

View All

Activity ID	Summary	All Analysis Types	Billing to Projects
74204	☐	\$87.25	
74201	☐	\$624.67	
74210	☐	\$102.59	

Flexible Analysis Template

Return to Search

Notify



Invoices by Activity Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Project Cost transactions related to Billing Invoices.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Review Costs > Accumulated Costs > Rvw Cost by Invoice and Activity

INPUT / SEARCH CRITERIA:

Business Unit
Project
Activity
WBS ID
Project Description
Activity Description
Activity Type
Status as of Effective Date
Activity Owner
New Milestone

OUTPUT FORMAT:

Online

Screenshot of the Invoices by Activity Inquiry Find an Existing Value Search Page

← Cardinal Financials

Invoices by Activity

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*Business Unit

=

50100

Project

begins with

0000095952

Activity

begins with

WBS ID

begins with

Project Description

begins with

Activity Description

begins with

Activity Type

begins with

Status as of Effective Date

=

Activity Owner

begins with

New Milestone

=

Show fewer options

Case Sensitive

Search

Clear

Save Search

Search Results

295 results - Business Unit "50100" Project "0000095952"

1-100 of 295

View All

Business Unit	Project	Row Number	WBS ID	Activity	Project Description	Activity Description	Activity Type	Status as of Effective Date	Activity Owner	New Milestone	
50100	0000095952	3	1.1.1	602	0029-071-681,P101,R201,C501	PE/Constr - Constr on PE Job	9101	Inactive	(blank)	(blank)	>
50100	0000095952	4	1.1.2	606	0029-071-681,P101,R201,C501	Advanced R/W Prior to Acq.	9101	Inactive	(blank)	(blank)	>
50100	0000095952	5	1.1.3	607	0029-071-681,P101,R201,C501	R/W Stakeout for Cond. and App	9101	Inactive	(blank)	(blank)	>
50100	0000095952	6	1.1.4	608	0029-071-681,P101,R201,C501	Const. Stakeout Prior to Award	9101	Inactive	(blank)	(blank)	>



Screenshot of the Invoices by Activity Inquiry Page

← Cardinal Financials

Invoices by Activity

Project 0000095952

Activity 602

Invoice

Description 0029-071-681,P101,R201,C501

Description

Search

Invoices

1-3 of 174

>

>|

View 100

Analysis Type	Invoice	Source Amount	Currency	Description	
BLD	FED000177	-2.92	USD	FHWA Billed @80%	
BLD	FED000299	50.93	USD	FHWA Billed @80%	
BLD	FED000384	203.71	USD	FHWA Billed @80%	

Return to Search

Notify



Journal Entries by Activity Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Project Cost transactions related to Journal Entries.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Review Costs > Accumulated Costs > Rvw Cost by Journal and Activity

INPUT / SEARCH CRITERIA:

Business Unit
Project
Activity
WBS ID
Project Description
Activity Description
Activity Type
Status as of Effective Date
Activity Owner
New Milestone

OUTPUT FORMAT:

Online

Screenshot of the Journal Entries by Activity Find an Existing Value Search Page

Flexible Analysis

Journal Entries by Activity

Find an existing value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*Business Unit

50100

Project

begins with

0000095952

Activity

begins with

WBS ID

begins with

Project Description

begins with

Activity Description

begins with

Activity Type

begins with

Status as of Effective Date

Activity Owner

begins with

New Milestone

Show fewer options

Case Sensitive

Search

Clear

Save Search

Search Results

295 results

1-100 of 295

View All

Business Unit	Project	Row Number	WBS ID	Activity	Project Description	Activity Description	Activity Type	Status as of Effective Date	Activity Owner	New Milestone
50100	0000095952	3	1.1.1	602	0029-071-681,P101,R201,C501	PE/Constr - Constr on PE Job	9101	Inactive	(blank)	(blank)



Screenshot of the Journal Entries by Activity Page

[← Invoices](#)

Journal Entries by Activity

Project 0000095952

Description 0029-071-681,P101,R201,C501

Activity 602

Description

Journal Entries

Q

1-6 of 147

>

>|

[View 100](#)

Analysis Type	General Ledger Business Unit	Journal ID	Currency	Unit of Measure	Quantity	Amount	
ACT	50100	AP00034945	USD	HUR		2,298.72	
ACT	50100	AP00134561	USD	HUR		615.35	
ACT	50100	AP00145067	USD	HUR		951.78	
ACT	50100	AP00158686	USD	HUR		125.37	
ACT	50100	AP00222085	USD	HUR		669.84	
ATE	50100	ALC0000001	USD			15.84	

[Return to Search](#)[Notify](#)

Screenshot of the Journal Entries by Activity Page – Review Journal Status

[← Journals](#)

Review Journal Status

Journal Header

Journal Lines

Unit 50100

Journal ID AP00034945

Journal Date 05/08/2014

Fiscal Year 2014

Source AP

Process Instance 1912253

Accounting Period 11

Reference Number

Status: Posted

Ledger Group ACTUALS

Ledger

Budget Status: Valid

Long Description

Accounts Payable

Journal Line Totals

Lines	3,502	Debits	32,334,624.49 USD	Credits	32,334,624.49 USD
-------	-------	--------	-------------------	---------	-------------------

▼ Commitment Control Amount Type

Amount Type Actuals and Recognized

Override N

User

[Save](#)[Return to Search](#)[Notify](#)

[Journal Header](#) | [Journal Lines](#)



Manager Transaction Review Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to view transactions (cost transactions and associated billing) for a particular Project or Project/Activity combination.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Interactive Reports > Manager Transaction Review

INPUT / SEARCH CRITERIA:

Business Unit
Project
Activity
Contract
Contract Line Number
Analysis Type
Source Type
Category
Subcategory
Employee ID
Revenue Distribution Status
Billing Distribution Status
View Type (Detail, Summary, Template ID)
Reviewed (All, Reviewed, Not Reviewed)
Date Type (Accounting Date / Transaction Date)
From Date
Through Date

OUTPUT FORMAT:

Online



Screenshot of the Manager Transaction Review - Search Page, Detail View Type Selected

← Cardinal Financials

Manager Transaction Review

Manager Transaction Review

Cost Review

Billing Review

Select ⓘ

*Business Unit15100

Contract0000001425

Project

Contract Line Number

Activity

Select Project Activities

Analysis Type

Employee ID

Source Type

Revenue Distribution Status

Category

Billing Distribution Status

Subcategory

View Type ⓘ

Reviewed ⓘ

☒ Detail

☐ Summary

Template ID

Transaction Summary Template

☒ All

☐ Reviewed

☐ Not Reviewed

Date Type

From Date

Through Date

Search

Reset

Manager Transaction Review | Cost Review | Billing Review

Screenshot of the Manager Transaction Review Page - Cost Review - General Tab

← Cardinal Financials

Manager Transaction Review

Manager Transaction Review

Cost Review

Billing Review

Detail Review ⓘ

General

Transaction Details

Contract Information

Reviewed

Project

Activity

Analysis Type

Amount

Currency Code

Adjust

Transaction Date

Accounting Date

Source Type

Category

Subcategory

☐

\$0.000

☐

☒ Select All Reviewed

☐ Clear All Reviewed

Total Cost Amount

\$0.000

Adjust

Save

Manager Transaction Review | Cost Review | Billing Review



Screenshot of the Manager Transaction Review Page - Cost Review - Transaction Details Tab

← Cardinal Financials **Manager Transaction Review**

Manager Transaction Review **Cost Review** Billing Review

Detail Review ⓘ

General **Transaction Details** Contract Information ⓘ

Reviewed	Project	Activity	Analysis Type	Amount	Currency Code	Adjust	Foreign Amount	Foreign Currency Code	Name	Job Code	*Billing Status	Quantity	Unit of Measure
☐				\$0.000		☐	\$0.000						

☒ Select All Reviewed ☐ Clear All Reviewed Total Cost Amount \$0.000

Adjust

Save

Manager Transaction Review | Cost Review | Billing Review

Screenshot of the Manager Transaction Review - Search Page, Summary View Type Selected

← Cardinal Financials **Manager Transaction Review**

Manager Transaction Review Cost Review Billing Review

Select ⓘ

*Business Unit Contract

Project Contract Line Number

Activity [Select Project Activities](#)

Analysis Type Employee ID

Source Type Revenue Distribution Status

Category Billing Distribution Status

Subcategory

View Type ⓘ

☐ Detail ☒ **Summary** Template ID [Transaction Summary Template](#)

Reviewed ⓘ

☒ All ☐ Reviewed ☐ Not Reviewed

Date Type

Date Type From Period To Period

Search Reset

Manager Transaction Review | Cost Review | Billing Review



Screenshot of the Manager Transaction Review Page - Cost Review Tab, Summary View Type Selected

← Cardinal Financials

Manager Transaction Review

Manager Transaction Review

Cost Review

Billing Review

Summary Review

<

>

1-1 of 1

<

>

Project	Activity	Analysis Type	Empl ID	Quantity	Unit of Measure	Amount	Currency Code	Details
						\$0.000		Details

Total Cost Amount

\$0.000

Manager Transaction Review

|

Cost Review

|

Billing Review



My Contracts Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to define and update a personalized list of Contracts.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Adjust My Contracts List

Note: If this page is not available in the NavBar menu, use the "Search in Menu" box.

INPUT / SEARCH CRITERIA:

None

OUTPUT FORMAT:

Online

Screenshot of the Adjust My Contracts List Page

Adjust My Contracts List

User ID Name

My Contracts 3 rows

☐ ☐ ☐ ☐

General **Detail**

Delete ↑↓	Favorite ↑↓	Contract ↑↓	Description ↑↓	Business Unit ↑↓	Administrator ↑↓	Type ↑↓	Status ↑↓
1 ☐	☐	5A01017	HSIP5A01017	50100		F	FIRE - CLOSED
2 ☐	☐	5A01104	HPP5A01104	50100		F	ACTIVE
3 ☐	☐	5B01011	STP-5B01011	50100		F	ACTIVE

Save **Add** **Create New Contract**



Screenshot of the Selected Contract

Define Contract General Info

Related Content | New Window | Help | Personalize Page

General | Lines | Amendments

Contract Number5A01104

Amendment Number000000002

Amend Contract

DescriptionHPP5A01104

Contract Admin

Region Code

Contract TypeF

Currency CodeUSD

Exchange Rate TypeCRRNT

Contract Signed09/24/2010

Contract Role

Revenue Profile

Use Project ChartFields☒

> Other Information

> Summary of Amounts

Billing Plans | Revenue Plans | Milestones

Save | Return to Search | Notify

General | Lines | Amendments

Sold To CustomerFEDERAL HIGHWAY ADMINISTRATION

*Contract StatusACTIVE

Add to My Contracts

Processing StatusActive

Amendment StatusComplete

Business UnitVA Dept of Transportation

Contract ClassificationGovernment

Last Amended04/21/2025

Start Date09/24/2010

End Date

Last Update Date/Time04/21/2025 1:30:01PM

Last Update User ID

Separate Fixed Billing and Revenue:☐

Separate As Incurred Billing and Revenue:☐

Supplemental Data

Go ToMore

Add | Update/Display

Rev 9/1/2026

Page 26 of 146



My Projects Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to define and update a personalized list of Projects.

NAVIGATION PATH:

NavBar > Menu > Project Costing > My Projects

INPUT / SEARCH CRITERIA:

None

OUTPUT FORMAT:

Online

Screenshot of the My Projects Page

← Cardinal Financials

My Projects

User ID

Name JOHN DOE

My Projects

Personalize | Find | View All |

First 1-7 of 42 Last

General | Details | Amounts |

Project Business Unit	Project	Description	Program	Project Status	Processing Status	Project Overall
50100	0000008753	0460-129-105, P101, R201, C501	☐	Open	Active	
50100	0000017150	9999121105, M501 INDR	☐	Closed	Inactive	
50100	0000018002	0870011240,C501,B663	☐	Closed	Inactive	
50100	0000018753	0028155104	☐	Closed	Inactive	
50100	0000035020	0682002S33	☐	Closed	Inactive	
50100	0000051990	EN99125114	☐	Closed	Inactive	
50100	0000076244	0659-053-262,P101, R204, C504	☐	Open	Active	

Create New Project

Projects List

Create Project from Microsoft

Note: To access the Project record, click the link in the **Project** column. To access the Project Status, click the link in the **Project Status** column. If no Projects are listed or to narrow the Project search, click the **Projects List** link at the bottom of the page.



Screenshot of the My Projects – Projects List (Add a Project to My Projects List)

Projects List

Projects List

User ID Name JOHN DOE

Search Criteria

*Business Unit ☒ My Projects

Project Tree

Tree Name Effective Date Parent Node

Project Type Project Status Project Manager

Project Description

Project Information

From Project Through Project

From Start Date Through Start Date

Project List

Personalize | Find | View All | First 1-6 of 42 Last

My Projects	Project Business Unit	Project	Description	Type	Project Manager	Start Date	Project Status	Edit
☒	50100	0000008753	0460-129-105, P101, R201, C501	CONSTRUCTION	JOHN DOE	07/31/1989	Open	Edit
☒	50100	0000017150	9999121105, M501 INDR	CONSTRUCTION	JOHN DOE	09/19/1996	Closed	Edit
☒	50100	0000018002	0870011240,C501,B663	CONSTRUCTION	JOHN DOE	03/01/1998	Closed	Edit
☒	50100	0000018753	0028155104	CONSTRUCTION	JOHN DOE	01/26/1999	Closed	Edit
☒	50100	0000035020	0682002S33	CONSTRUCTION	JOHN DOE	07/01/1992	Closed	Edit
☒	50100	0000051990	EN99125114	CONSTRUCTION	JOHN DOE	03/28/2000	Closed	Edit

☒ Select All ☐ Clear All

Note: If there are no Projects assigned to the Project list, use the **Search** section on this page to find the Project and add them to the list. Once the Project is added, it will display on the **My Projects** page the next time the page is accessed.

If there are multiple Projects assigned to the Project list, narrow the results by entering the criteria in the **Search** section of this page. Be sure that the **My Projects** checkbox option is checked at the top of the page. Once criteria is entered, click the **Search** button to see the results.

Clicking the **Edit** button will open the corresponding Project.



Screenshot of the Selected Project

[← My Projects](#)

Define Project General Info

General Information

Project Costing Definition

Manager

Projects

Projects Distribution

User Fields

Rates

Attachments

Project 0000008753

Add to My Projects

Project Hierarchy

*Description0460-129-105, P101, R201, C501

☐ Program

*Integration50100

VDOT Specific

Project TypeCONST

CONSTRUCTION

Percent Complete0.00

As Of

Project Health

As Of

Processing StatusActive

Project Status:Open

Project Schedule ⓘ

*Start Date07/31/1989

*End Date11/01/2024

Additional Dates

Description

1 of 1

View All

Date/Time Stamp11/12/11 6:05:20AM

User IDCNV

+ -

Description:

Salem District - #HB2 - FY17 - RTE 460 - EAST MAIN STREET - WIDEN TO 4 LANES, C & G & SDWLK 0.0060 MILE EAST ROUTE 311 0.0230 MILE EAST PARKDALE DRIVE

104 characters remaining

Long Description:

Save as Template

Copy Project

My Projects

Project Valuation

Project Team

Project Activities

Go ToMore

Return to My Projects

Save

Return to Search

Refresh

Add

Update/Display

Include History

Correct History



Projects Reconciliation Workbench Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to analyze a particular Project instead of a group of transactions.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Interactive Reports > Projects Recon Workbench

INPUT / SEARCH CRITERIA:

Reconciliation ID
Business Unit
Project

OUTPUT FORMAT:

Online

ADDITIONAL INFORMATION:

The inquiry consists of a two-step search. Create a Project Reconciliation ID (Add a New Value) and then enter additional search criteria on the **Projects Reconciliation Workbench** page.

Screenshot of the Projects Recon Workbench Add a New Value Page

The screenshot shows a web application interface for the "Projects Recon Workbench". At the top, there is a dark blue header bar with a button labeled "← My Contracts" on the left and the text "Projects Recon Workbench" on the right. Below the header, the main content area has a title "Add a New Value" on the left and a button labeled "Find an Existing Value" on the right. The main form area contains three input fields: "*Reconciliation ID" with the value "REPORTCATALOG", "*Business Unit" with the value "50100", and "*Project" with the value "0000000200". Each input field has a search icon (magnifying glass) to its right. Below these fields is an "Add" button.



Screenshot of the Projects Reconciliation Workbench Page for Selected Project

← My Contracts

Projects Reconciliation Workbench

Reconciliation ID REPORTCATALOG

User ID

Name

Business Unit 50100

Project 0000000200

Activity

Selection Parameters

Days Inactive Range All

Project Cost Specific

Activity

Analysis Group

☒ PC Transactions not Costed or Priced

☐ Unbilled Transactions for Inactive Project

Search

Reset

PC Transactions not Costed or Priced

1-15 of 44

View All

Source Information

Details

		Activity	Quantity	Source Amount	Currency Code	Transaction Date
1		9302		1,219,431.62	USD	07/01/2009
2		9302			USD	07/01/2010
3		9302		3,494,831.00	USD	07/01/2011
4		9302		-3,494,831.00	USD	07/01/2011
5		9302			USD	07/01/2012
6		9302		3,494,831.00	USD	07/01/2012



Purchase Orders by Activity Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Project cost transactions related to Purchase Orders.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Review Costs > Accumulated Costs > Rvw Cost by PO by Activity

INPUT / SEARCH CRITERIA:

Business Unit
Project
Activity
WBS ID
Project Description
Activity Description
Activity Type
Status as of Effective Date
Activity Owner
New Milestone

OUTPUT FORMAT:

Online

Screenshot of the Purchase Orders by Activity Find an Existing Value Search Page

← Projects

Purchase Orders by Activity

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*Business Unit

=

50100

Q

Project

begins with

0000095952

Q

Activity

begins with

Q

WBS ID

begins with

Q

Project Description

begins with

Q

Activity Description

begins with

Q

Activity Type

begins with

Q

Status as of Effective Date

=

Q

Q

Activity Owner

begins with

Q

New Milestone

=

Q

Q

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

295 results - Business Unit "50100" Project "0000095952"

1-100 of 295

>

>|

View All

Business Unit	Project	Row Number	WBS ID	Activity	Project Description	Activity Description	Activity Type	Status as of Effective Date	Activity Owner	New Milestone	
50100	0000095952	3	1.1.1	602	0029-071-681,P101,R201,C501	PE/Constr - Constr on PE Job	9101	Inactive	(blank)	(blank)	>



Screenshot of the Purchase Orders by Activity Page

[← Projects](#)

Purchase Orders by Activity

Project 0000095952

Description 0029-071-681,P101,R201,C501

Activity 602

Description

Purchase Orders

1-6 of 6

View All

Analysis Type	Purchase Order	Currency	Unit of Measure	Quantity	Amount	
ACT	0000700443	USD	HUR		2,298.72	
BLD	0000700443	USD	HUR		1,838.98	
ACT	0001061500	USD	HUR		669.84	
BLD	0001061500	USD	HUR		535.87	
ACT	0001105815	USD	HUR		1,692.50	
BLD	0001105815	USD	HUR		1,354.00	

[Return to Search](#)[Notify](#)

Screenshot of the Selected Purchase Order Page

Purchase Orders

Purchase Order Inquiry

Purchase Order

Business Unit 50100

PO ID 0000700443

Change Order 1

Header

PO Date 07/21/2011

Supplier Name A MORTON THOMA

Supplier ID 0000031637

Buyer HUDSON IV,WILLIAM A

PO Reference CNTRCT: 000000000000032402

Header Details

Change Order

All RTV

Matching

Supplier Details

Activity Summary

Header Comments...

Document Status

Actions

Backorder Status Not Backordered

Receipt Status Not Recvd

Hold From Further Processing

Amount Summary

Merchandise 5,892,604.42

Freight/Tax/Misc. 0.00

Total 5,892,604.42 USD

Lines

1-1 of 1

View All

Line	Item ID	Item Description	Category	PO Qty	UOM	Merchandise Amount	Status
1	9250001000	ENGINEERING SERVICES, PROFESSI	9250001	1.0000	HUR	5,892,604.42 USD	Closed

[View Approvals](#)[Return to Search](#)[Notify](#)[Related Links](#)



Review Accounting History Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review accounting entries that are sent to the General Ledger.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Accounting > Review Accounting History

INPUT / SEARCH CRITERIA:

General Ledger Business Unit
Journal ID
Journal Date
Journal Line Number
Ledger

OUTPUT FORMAT:

Online

ADDITIONAL INFORMATION:

Users should search by Journal ID or Journal Date.

Screenshot of the Review Accounting History Find an Existing Value Search Page

← Form

Review Accounting History

Find an Existing Value

Search Criteria
Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*General Ledger Business Unit

=

50100

Q

Journal ID

begins with

Journal Date

=

11/01/2019

Journal Line Number

=

Ledger

begins with

Q

^ Show fewer options

Search

Clear

Save Search

Search Results
Only the first 300 results of a possible 16174 can be displayed. General Ledger Business Unit "50100" Journal Date "2019-11-01"

1-100 of 300

>

>

View All

General Ledger Business Unit	Journal ID	Journal Date	Journal Line Number	Ledger	
50100	CAREV61359	11/01/2019	1	ACTUALS	>
50100	CAREV61359	11/01/2019	2	ACTUALS	>
50100	CAREV61359	11/01/2019	3	ACTUALS	>



Screenshot of the Review Accounting History Page

← Form

Review Accounting History

Journal ID

Business Unit 50100
Ledger ACTUALS

Journal CAREV61359
Line 1

Date 11/01/2019
Line Descr CA Revenue

GL Journal

Chartfields

<

>

1-1 of 1

>

>|

View All

Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset	Agency Use 1	Agency Use 2	PC Business Unit	Project	Activity
112061	04010		12018			019				50100	0000000673	648

Base Currency USD
Currency USD
Statistics Code

Base Amount
Transaction Amount
Statistic Amount

509.30
509.30

Projects Information

<

>

1-1 of 1

>

>|

View All

Transaction Detail

PC Business Unit	Project	Activity	Transaction ID	Account	Asset	Fund	Department	FIPS	Agency Use 2	Task	Cost Ce
50100	0000000673	648	408213630	112061		04010	12018	019			

Return to Search

Previous in List

Next in List



Review and Manage Limits Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review limits defined for rate-based Contract Lines and release transactions that are over the limit specified for a non-government Contract Line.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Adjust Revenue and Billing > Review and Manage Limits

INPUT / SEARCH CRITERIA:

Business Unit
Limit Type (Funded / Billing)
Sold To Customer
Review By
Max Remaining %
Contract Admin
Contract Type
Contract Classification
Contract
Contract Line

OUTPUT FORMAT:

Online

Screenshot of the Review and Manage Limits Search Page

← Cardinal Financials

Review Limits

Search Criteria

*Business Unit50100

Limit TypeFunded/Billing

Sold To Customer

Review ByAll

Max Remaining %

Contract Admin

Contract Type

Contract Classification

Contract0000001426

Contract Line

Search

Clear

Limits

1-1 of 1

>

>|

View All

Remaining

Excess

Dates

	Contract	Line	Transaction Identifier	Billing Limit	Processed Amount	Remaining Amount
1	0000001426	2		7,133,742.02	6,306,563.94	827,178.08



Review Billing - As Incurred Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Billing Plans with an "As-Incurred" Billing Method.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Billing > Review As Incurred Billing

INPUT / SEARCH CRITERIA:

Business Unit
Billing Plan
Billing Business Unit
Project
Contract
Contract Classification
Billing Plan Status
Hold [checkbox]
Bill To Customer
Fee Type [various checkboxes]

OUTPUT FORMAT:

Online

Screenshot of the Review Billing - As Incurred Search Page

← Cardinal Financials

Review Billing - As Incurred

Search Criteria

Business Unit

50100

Q

Billing Plan

Q

Billing Business Unit

Q

Project

Q

Contract

0074001

Q

Contract Classification

▼

Billing Plan Status

▼

Hold

☐

Bill To Customer

Q

Search

Clear

Fee Type

☒ None
☒ Fixed Fee
☒ Award Fee
☒ Incentive Fee
☒ Other Fee

Billing

1-1 of 1

<

>

Contract Billing Information

Billing Financial Information

▶▶

Business Unit	Contract	Bill Plan ID	Plan Description	Status	Hold	Hold Date	Billing Business Unit	Customer	Project	History
50100	0074001	B101	As Incurred - Rate Based	In Progress	☐		50100	0000055002	0000056152	History

Save

Notify



Screenshot of the Billing Plan Page - As Incurred Contract Page

[← Search - As Incurred](#)

Define Billing Plan

Billing Plan GeneralEventsHistory

Contract0074001BI Unit50100
Sold To Customer0000055002FEDERAL HIGHWAY ADMINISTRATIONBill To0000055002FEDERAL HIGHWAY ADMINISTRATION
Billing PlanB101As Incurred - Rate BasedCurrencyUSD

DescriptionAs Incurred - Rate Based*Billing StatusIn ProgressActionsCancel
Billing MethodAs IncurredHold

Customer Information

BI Unit50100VA Dept of Transportation
*Bill To Customer0000055002FEDERAL HIGHWAY ADMINISTRATION
Addr Num1Bill To Contact

Tolerance Options

Minimum Bill Amount0.00
Final Bill

Billing Options

Bill TypeFEDPre Approved
Bill SourceFEDDirect Invoice
Summarization Template IDVDOT_FHWA
Purchase Order
Billing Header NoteInternal NotesPreview Summarization Template

Billing Default Overrides

Invoice FormLANDSCAPE
Cycle IDFEDERALView Customer Defaults
Bill By IDPC_FEDERALProject Federal
Payment Method
Payment Terms
Billing Inquiry
Billing Specialist

[Return to Search - As Incurred](#)

SaveReturn to SearchNotifyAddUpdate/Display



Review Billing – Events Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review event-based Billing Plans, update event statuses, and initiate reversals.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Billing > Review Billing Events

INPUT / SEARCH CRITERIA:

Business Unit
Billing Plan ID
Billing Business Unit
Contract
Contract Classification
Billing Plan Status
Hold [checkbox]
Bill To Customer
Method [various checkboxes]
Fee Type [various checkboxes]

OUTPUT FORMAT:

Online

Screenshot of the Review Billing - Events Search Page

← Cardinal Financials

Review Billing - Events

Search Criteria

"Business Unit" 50100

Contract 0000002181

Method

Fee Type

Billing Plan ID

Contract Classification

Billing Business Unit

Billing Plan Status

Hold

Bill To Customer

Search

Clear

Events

Contract Billing Information

Billing Financial Information

1-2 of 2

View All

Business Unit	Contract	Billing Plan	Plan Description	Billing Method	Plan Status	Event	Event Status	Hold	Hold Date	Billing Business Unit	Bill To Customer
☐ 50100	0000002181	B101	Amount Based - Milestone	Milestone	In Progress	1	Completed	☐		50100	0000003146
☐ 50100	0000002181	B101	Amount Based - Milestone	Milestone	In Progress	2	Pending	☐		50100	0000003146

☒ Select All ☐ Clear All

Update Events

☐ Pending

☐ Ready

☐ Reversal Initiated

Update Event Status



Review Billing – Plans/History Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review billing information, events, and history for processing or reversal.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Billing > Plans

INPUT / SEARCH CRITERIA:

Business Unit
Billing Plan ID
Billing Business Unit
Contract
Contract Classification
Billing Plan Status,
Hold [checkbox]
Bill To Customer
Method [various checkboxes]
Fee Type [various checkboxes]

OUTPUT FORMAT:

Online

ADDITIONAL INFORMATION:

History information is also located on the **Plans** page. Either click on the **History** link located on the **Review Billing – Plans** search results page or click on the **History** tab on the **Billing Plans** page to view the history for the selected Contract.

Screenshot of the Review Billing - Plans Search Page

The screenshot shows the 'Review Billing - Plans' search interface. It includes search criteria fields for Business Unit, Contract, Billing Plan ID, and Billing Business Unit. There are also dropdowns for Contract Classification and Billing Plan Status, a checkbox for 'Hold', and a 'Bill To Customer' field. On the right, there are checkboxes for 'Method' (Milestone, Percent Complete, Value Based, As Incurred, Recurring, Immediate) and 'Fee Type' (None, Fixed Fee, Award Fee, Incentive Fee, Other Fee). A 'Search' button and a 'Clear' button are present. Below the search criteria, there is a 'Billing' section with a table of results. The table has columns for Business Unit, Contract, Billing Plan ID, Plan Description, Billing Method, Status, Hold, Hold Date, Billing Business Unit, Customer, Detail, and History. A single row is displayed for Contract 0000002181, Billing Plan ID B101, with a status of 'In Progress'. Below the table, there are checkboxes for 'Select All' and 'Clear All'. At the bottom left, there is an 'Update Plans' section with radio buttons for 'Pending', 'Ready', and 'Reversal In Progress', and an 'Update Plan Status' button. The page footer shows 'Review Revenue - Plans'.

← Events Review Billing - Plans

Search Criteria

*Business Unit
Billing Plan ID
Billing Business Unit
Contract
Contract Classification
Billing Plan Status
☐ Hold
Bill To Customer

Method

☒ Milestone
☒ Percent Complete
☒ Value Based
☒ As Incurred
☒ Recurring
☒ Immediate

Fee Type

☒ None
☒ Fixed Fee
☒ Award Fee
☒ Incentive Fee
☒ Other Fee

Billing

1-1 of 1

Contract Billing Information		Billing Financial Information									
Business Unit	Contract	Billing Plan ID	Plan Description	Billing Method	Status	Hold	Hold Date	Billing Business Unit	Customer	Detail	History
☐ 50100	0000002181	B101	Amount Based - Milestone	Milestone	In Progress	☐		50100	0000003146	Detail	History

☒ Select All ☐ Clear All

Update Plans

☐ Pending
☐ Ready
☐ Reversal In Progress

Review Revenue - Plans



Screenshot of the Billing Plan Page – Billing Plan General Tab

← Manage Billing

Define Billing Plan

Billing Plan General

Events

History

Contract 0000002181

BI Unit 50100

Sold To Customer 0000003146

TOWN OF BLUEFIELD

Bill To 0000003146

TOWN OF BLUEFIELD

Billing Plan B101

Amount Based - Milestone

Currency USD

Description Amount Based - Milestone

*Billing Status In Progress

Actions

Cancel

Billing Method Milestone

Hold

Customer Information

Amount Detail

BI Unit 50100

VA Dept of Transportation

*Bill To Customer 0000003146

TOWN OF BLUEFIELD

Addr Num 1

Bill To Contact

Billing Amount 211,082.60

Total Amount 211,082.60

Total Billing History 211,082.60

Events Billed To Date 211,082.60

Billing Options

Bill Type CCT

Pre Approved

Bill Source PROJE

Direct Invoice

Summarization Template ID VDOT_OTHER

VDOT Other

Billing Header Note

Internal Notes

Preview Summarization Template

Billing Default Overrides

Invoice Form LANDSCAPE

Cycle ID MONTHLY

View Customer Defaults

Bill By ID PC_OTHER

Non-Federal Project

Payment Method

Payment Terms

Billing Inquiry

Billing Specialist

Return to Billing Plan Management

Save

Return to Search

Notify

Add

Update/Display

Billing Plan General | Events | History



Screenshot of the Billing Plan Page – Events Tab

[← Manage Billing](#)

Define Billing Plan

Billing Plan General

Events

History

Contract0000002181

BI Unit50100

Sold To Customer0000003146

TOWN OF BLUEFIELD

Bill To0000003146

TOWN OF BLUEFIELD

Billing PlanB101

Amount Based - Milestone

CurrencyUSD

Define Events

☐ Percent
☒ Amount
[Add Milestone](#)

Amount Detail

Total Amount211,082.60
Remaining Amount0.00

Event Detail

1-2 of 2

Event	Actions	Event Type	*Event Status	Event Date		Amount		
1	Actions	Date	Completed	08/26/2022	Event Note	211,082.60	+	-
2	Actions	Date	Pending	09/26/2022	Event Note	0.00	+	-

[Return to Billing Plan Management](#)

[Save](#)[Return to Search](#)[Notify](#)

[Add](#)[Update/Display](#)

[Billing Plan General](#) | [Events](#) | [History](#)

Screenshot of the Billing Plan Page – History Tab

[← Manage Billing](#)

Define Billing Plan

Billing Plan General

Events

History

Contract0000002181

BI Unit50100

Sold To Customer0000003146

TOWN OF BLUEFIELD

Bill To0000003146

TOWN OF BLUEFIELD

Billing PlanB101

Amount Based - Milestone

CurrencyUSD

Amount Details

Negotiated Amount211,082.60
Total Net Extended Amount211,082.60

Contract Billing History

1-1 of 1

Source

Billing

Contracts

Projects

*Cross Reference Sequence No.	*Cross Reference Status	System Source	Process Instance	*Last Update Date/Time	Last Update User ID	Net Amt	Gross Amt	Billing Currency	Net Extended Amt	Gross Extended		
1	Finalized	BBI		09/02/2022 6:45:45PM	BIPCC000	211,082.60	211,082.60	USD	211,082.60	211,082.60	+	

[Return to Billing Plan Management](#)

[Save](#)[Return to Search](#)[Notify](#)

[Add](#)[Update/Display](#)

[Billing Plan General](#) | [Events](#) | [History](#)



Review Contract Information – Amendments Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review details of a Contract Amendment.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Contract Information > Review Amendments

INPUT / SEARCH CRITERIA:

Business Unit
Contract
Sold To Customer Name
Amendment Type
Process amendment on
From Date
To Date
Contract Administrator

OUTPUT FORMAT:

Online

Screenshot of the Review Contract Information - Amendments Find an Existing Value Search Page

[← Manage Billing](#)Amendments

Find an Existing Value

Search Criteria
Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

Business Unit

=

50100

Q

*Contract

=

0251022

Q

Sold To Customer Name

begins with

Q

Amendment Type

begins with

Q

Process amendment on

=

From Date

>=

To Date

<=

Contract Administrator

begins with

Q

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results
2 results - Business Unit "50100" Contract "0251022"

Business Unit	Contract	Amendment Number	Sold To Customer Name	Amendment Type	Process amendment on	Contract Administrator	
50100	0251022	0000000001	FEDERAL HIGHWAY ADMINISTRATION	TLMT	12/27/2011	(blank)	>
50100	0251022	0000000002	FEDERAL HIGHWAY ADMINISTRATION	TLMT	02/26/2013	(blank)	>



Screenshot of the Review Contract Information - Amendment Details Page

[← Manage Billing](#)[Review Amendments](#)

[Inquire Contract Amendments](#)

Amendment Details

Contract 0251022 TEA0251022
Sold To Customer FEDERAL HIGHWAY ADMINISTRATION

Contract Information

Amendment Number 000000001 Business Unit VA Dept of Transportation

Amendment

Amendment Reason Decrease Trans Limit Amendment Status Complete
Reference ID

Amendment Date

Ready Date 12/27/2011 Entered On 12/27/2011 6:16PM
Amend Completion Date 12/27/2011 6:17PM User Preparing Chg. Pkg. LINDA.MI

Information Amended

Line Number	Field Changed	Old Value	New Value	Change Action
1	Amount	69000	23630	Update Record
2	Amount	160000	63137	Update Record

[Return to Search](#)[Notify](#)[Refresh](#)



Review Contract Information – Notes Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review general Contract internal notes.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Contract Information > Review Contract Notes

INPUT / SEARCH CRITERIA:

Contract
Contract Component
Customer Name
User ID
Business Unit
Contract Administrator

OUTPUT FORMAT:

Online

Screenshot of the Review Contract Information - Notes Find an Existing Value Search Page

[← Amendment Detail](#)Notes

Find an Existing Value

Search Criteria
Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

Contract

=

0251022

Q

Contract Component

=

Customer Name

begins with

User ID

begins with

Business Unit

=

50100

Q

Contract Administrator

begins with

Q

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results
6 results - Contract "0251022" Business Unit "50100"

1-6 of 6									
Contract	Contract Component	Notes Sequence Num	Customer Name	Note Type	Date Time Added	User ID	Business Unit	Contract Administrator	
0251022	Amendments	7	FEDERAL HIGHWAY ADMINISTRATION	(blank)	12/27/2011 6:18:32PM		50100	(blank)	>
0251022	Cntr Line	2	FEDERAL HIGHWAY ADMINISTRATION	(blank)		(blank)	50100	(blank)	>
0251022	Cntr Line	3	FEDERAL HIGHWAY ADMINISTRATION	(blank)		(blank)	50100	(blank)	>



Screenshot of the Review Contract Information - Contract Notes Page

[← Amendment Detail](#)[Contract Notes](#)

Contract

0251022

TEA0251022

Sold To Customer

FEDERAL HIGHWAY
ADMINISTRATION

[Inquire Contracts](#)

Note Text

Transaction limits decreased based on modified agreement dated 12/21/2011.

Additional Note Information

Classification

Custom

Note Type

Contract Component

Amendments

Entered By

Date Time Added

12/27/2011 6:18PM

Add New Note

Return to Search

Notify



Review Contract Information – Projects/Activities Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Projects and Activities related to a Contract. The inquiry page has four sections; (1) Contract Information, (2) Project Information, (3) Linked Activities, and (4) Non-Linked Activities.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Contract Information > Proj & Activities on Contracts

INPUT / SEARCH CRITERIA:

Business Unit
Contract
Customer Name
Contract Line Num
Contract Type
PC Business Unit
Project
Project Type
Contract Administrator

OUTPUT FORMAT:

Online

Screenshot of the Review Contract Information - Projects/Activities Find an Existing Value Search Page

← Contract Notes

Projects/Activities

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

Business Unit

=

50100

Contract

begins with

000000004

Customer Name

begins with

COUNTY DICKENSON

Contract Line Num

=

1

Contract Type

begins with

R

*PC Business Unit

=

50100

Project

begins with

000035244

Project Type

begins with

Contract Administrator

begins with

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

Only the first 300 results of a possible 21061 can be displayed. Business Unit "50100" PC Business Unit "50100"

1-100 of 300

View All

Business Unit	Contract	Customer Name	Contract Type	PC Business Unit	Project	Descr	Project Status	Project Type	Description	Contract Administrator	
50100	000000001	WISE COUNTY	R	50100	000035956	02031146	C	CONST	9999097T95, FE101	(blank)	>
50100	000000004	COUNTY DICKENSON	R	50100	000035244	02031170	C	CONST	9999025T66	(blank)	>
50100	000000005	COUNTY OF TAZEWELL	R	50100	000035923	02031592	C	CONST	1202184T11	(blank)	>



Screenshot of the Review Contract Information - Project/Activities Page, Contract and Project Information

[← Contract Notes](#)Proj & Activities on Contracts

[Inquire Project/Activities](#)

Project/Activities

COUNTY DICKENSON

Contract000000004

Contract Line1

Contract Information

Business UnitVA Dept of Transportation

Contract TypeResolution

Contract ClassificationStandard

ProductCOALS_COALS_100

Product GroupRTE_CONCCT

Price TypeRate

Fee TypeNone

Project

Description

Project0000035244

PC Bus UnitVA Dept of Transportation

Project StatusClosed

Project Type



Screenshot of the Review Contract Information - Project/Activities Page (scrolled down), Linked Activities

Linked Activities		
Activity	Description	Status
501	Engineering	Inactive
502	Inclement Weather	Inactive
503	Expendable Equipment	Inactive
505	Preliminary Engr-Environmental	Inactive
510	PrelmnyEngr-ScopeFieldReview	Inactive
511	Engineering	Inactive
512	Land	Inactive
513	Damages	Inactive
514	Buildings	Inactive
515	Fences	Inactive
516	Right-of-Way Markers	Inactive
517	PrelmnyEngr-Utility Adjustmnt	Inactive
521	Clearing and Grubbing	Inactive
522	Earthwork	Inactive
523	Borrow	Inactive



Screenshot of the Review Contract Information - Project/Activities Page (scrolled down), Non-Linked Activities

Non-Linked Activities			
Activity	Description	Status	
68000	GARVEE Debt Svc	Inactive	
9101	Preliminary Engineering Phase	Inactive	
9102	Right of Way Phase	Inactive	
9111	PE Budget	Inactive	
9112	RW Budget	Inactive	
9162	RW Participating	Inactive	
9164	CN Participating	Inactive	
9172	RW Non Participating	Inactive	
9427	Inactive Non Participating	Inactive	
9103	Inc. Construction Phase	Inactive	
9420	Inactive Activities	Inactive	
9104	Construction Phase	Inactive	
9113	IC Budget	Inactive	
9114	CN Budget	Inactive	
9174	CN Non Participating	Inactive	



Review Contract Summary Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review a Contract Summary.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Contract Summary

INPUT / SEARCH CRITERIA:

Business Unit
Contract
Description
Sold to Customer
Customer Name
Contract Status
Processing Status
Contract Type
Contract Classification
Region Code
Contract Administrator
Master Contract #

OUTPUT FORMAT:

Online

Screenshot of the Review Contract Summary Find an Existing Value Search Page

← Contract Notes

Review Contract Summary

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

Business Unit

=

50100

Contract

begins with

025100

Description

begins with

Sold To Customer

begins with

Customer Name

begins with

Contract Status

begins with

Processing Status

=

Contract Type

begins with

Contract Classification

=

Region Code

begins with

Contract Administrator

begins with

Master Contract #

begins with

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

8 results - Business Unit "50100" Contract "025100"

1-8 of 8

View All

Contract	Description	Sold To Customer	Customer Name	Contract Status	Processing Status	Contract Type	Contract Classification	Region Code	Contract Administrator	Master Contract #	Separate Fixed Bill and Rev	Separate As Incur Bill and Rev	
0251050	***SEE INTERNAL NOTES*** FH-0251050	0000055002	FEDERAL HIGHWAY ADMINISTRATION	ACTIVE	Active	F	Government	(blank)	(blank)	(blank)	N	N	>
0251052	TEA-0251052	0000055002	FEDERAL HIGHWAY ADMINISTRATION	FV ACCEPTED	Closed	F	Government	(blank)	(blank)	(blank)	N	N	>



Screenshot of the Review Contract Summary Page

← Contract Notes

Review Contract Summary

Contract Number 0251052

Contract Type F

Contract Class Government

Contract Status FV ACCEPTED

Currency USD

Business Unit 50100

Region Code

Customer FEDERAL HIGHWAY ADMINISTRATION

Amendment Number 0000000001

Contract Signed 12/31/2011

Amendment Date 08/17/2016

Proposal ID

\$1,023,833.00

Summary

Total Billed1,023,833.45

Total Revenue Recognized1,023,833.45

Total Collected0.00

Revenue Forecasted0.00

Awarded Amounts

Funded and Revenue Amounts

Awarded Cost0.00

Awarded Fee0.00

Awarded T&M0.00

Subtotal0.00

Fixed Price (Less Inclusive Prepaids)0.00

Total0.00

Cost0.00

Fee0.00

T&M0.00

Subtotal0.00

Fixed Price (Less Inclusive Prepaids)0.00

Total0.00

Funded0.00

Revenue0.00

Contract Lines

1

Federal Aid & Stimulus

Active

Rate

None

0.00

0.00

0.00

12/13/2011

Completed

Completed

Related Projects

Contract Milestones

PC Business Unit

Project

Description

Project Status

50100

0000082230

EN02-025-102, C502

Open

Milestone ID

Milestone Status

Billing Impact

Revenue Impact

None

No

No

Return to Search

Previous in List

Next in List

Refresh



Review Revenue - As Incurred Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Revenue Plans with the "As-Incurred" Recognition Method.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Revenue > Review As Incurred Revenue

INPUT / SEARCH CRITERIA:

GL Business Unit
PC Business Unit
Contract
Contract Classification
Revenue Plan
Fee Type [various checkboxes]

OUTPUT FORMAT:

Online

Screenshot of the Review Revenue - As Incurred - Search Page

← Cardinal Financials

Review Revenue - As Incurred

Search Criteria

GL Business Unit50100

PC Business Unit50100

Activity

Accounting From Date

Contract Classification

Contract0251062

Project

Revenue Plan

Accounting To Date

Fee Type

- ☒ None
- ☒ Fixed Fee
- ☒ Award Fee
- ☒ Incentive Fee
- ☒ Other Fee

SearchClear

Detail

GeneralContractsChartfields

Contract	Select	PC Business Unit	Project	Activity	Transaction ID	Accounting Date	Discount ID	Amount	Currency
0251062	☐	50100	0000082230	631	146817340	11/27/2012		-28,998.19	USD
0251062	☐	50100	0000082230	631	146817341	11/27/2012		-49,711.81	USD
0251062	☐	50100	0000082230	631	146840550	11/27/2012		-66,280.97	USD
0251062	☐	50100	0000082230	631	190961904	03/12/2013		-21,569.40	USD
0251062	☐	50100	0000082230	631	190969134	03/12/2013		-96,096.60	USD
0251062	☐	50100	0000082230	631	191208414	03/12/2013		-29,416.50	USD



Review Revenue - As Incurred Journal Accounting Lines Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review rate-based Contract Line Journal Entry details.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Revenue > Review As Incurred Acctg Lines

INPUT / SEARCH CRITERIA:

GL Business Unit
Journal ID
Journal Date
GL Journal Line Number
Ledger
PC Business Unit
Project
Contract Number
Contract Line Num

OUTPUT FORMAT:

Online

Screenshot of the Review Revenue - As Incurred Acctg Lines Find an Existing Value Search Page

← Review As Incurred Revenue

As Incurred Acctg Lines

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*GL Business Unit

=

50100

Journal ID

begins with

GL Journal Line Number

=

Journal Date

=

Ledger

begins with

ACTUALS

PC Business Unit

begins with

50100

Project

begins with

0000005105

Contract Number

begins with

Contract Line Num

=

Show fewer options

Search

Clear

Save Search

Search Results

168 results - GL Business Unit "50100" Ledger "ACTUALS" +2 more

1-100 of 168

View All

GL Business Unit	Journal ID	Journal Date	GL Journal Line Number	Ledger	PC Business Unit	Project	Contract Number	Contract Line Num	
50100	CAREV23163	07/31/2013	101	ACTUALS	50100	0000005105	0828021	1	>
50100	CAREV23163	07/31/2013	102	ACTUALS	50100	0000005105	0828021	1	>
50100	CAREV23163	07/31/2013	103	ACTUALS	50100	0000005105	0828021	1	>
50100	CAREV23163	07/31/2013	104	ACTUALS	50100	0000005105	0828021	1	>



Screenshot of the As Incurred Journal Accounting Lines Page

← Review As Incurred Revenue

As Incurred Journal Accounting Lines

Journal ID

Business Unit 50100
Ledger ACTUALS

Journal CAREV23163
Line 101

Date 07/31/2013
Line Descr CA Revenue

GL Journal

Chartfields

1-1 of 1

View All

Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset	Agency Use 1	Agency Use 2	PC Business Unit	Project	Activity
112061	04010		18004			165				50100	0000005105	631

Base Currency USD
Currency USD
Statistics Code

Base Amount 280,665.71
Transaction Amount 280,665.71
Statistic Amount

Line Details

1-2 of 4

View All

Details ID

Journal ID	Journal Date	Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset	Agency Use 1	Agency Use 2
CAREV23163	07/31/2013	112061	04010		18004			165			
CAREV23163	07/31/2013	112061	04010		18004			165			

Save Return to Search Notify



Review Revenue – Events Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review event-based Revenue Plans, update event statuses, and initiate reversals.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Revenue > Review Revenue Events

INPUT / SEARCH CRITERIA:

Business Unit
Revenue Plan
GL Business Unit
PC Business Unit
Contract
Contract Classification
Plan Status
Hold [checkbox]
Sold To Customer
Method [various checkboxes]
Fee Type [various checkboxes]

OUTPUT FORMAT:

Online

Screenshot of the Review Revenue - Events - Search Page

The screenshot shows the 'Review Revenue - Events' search page. It includes a search criteria section with fields for Business Unit, Revenue Plan, GL Business Unit, PC Business Unit, Contract, Contract Classification, Plan Status, Hold, Sold To Customer, Method, and Fee Type. Below the search criteria is a table of events with columns for Business Unit, Customer, Contract, Revenue Plan, Plan Description, Plan Status, Method, Event, Event Status, Hold, Hold Date, GL Unit, Amount, Currency, and Fee Type. The table shows two events for Business Unit 50100, both with Contract 0000002181 and Revenue Plan R101. The first event is 'Amount Based - Milestone' with Plan Status 'In Progress', Method 'Milestone', Event 1, and Event Status 'Completed'. The second event is 'Amount Based - Milestone' with Plan Status 'In Progress', Method 'Milestone', Event 2, and Event Status 'Pending'. Below the table are buttons for 'Select All' and 'Clear All'. At the bottom, there is an 'Update Events' section with radio buttons for 'Pending', 'Ready', and 'Reversal Initiated', an 'Accounting Date' field set to 09/28/2026, and an 'Update Event Status' button.

Search Criteria

*Business Unit: 50100
Revenue Plan:
GL Business Unit:
PC Business Unit:
Contract: 0000002181
Contract Classification:
Plan Status:
Hold:
Sold To Customer:
Method:
Fee Type:
Search:
Clear:

Events

Business Unit	Customer	Contract	Revenue Plan	Plan Description	Plan Status	Method	Event	Event Status	Hold	Hold Date	GL Unit	Amount	Currency	Fee Type
☐ 50100	0000003146	0000002181	R101	Amount Based - Milestone	In Progress	Milestone	1	Completed	☐		50100	\$211,082.60	USD	None
☐ 50100	0000003146	0000002181	R101	Amount Based - Milestone	In Progress	Milestone	2	Pending	☐		50100		USD	None

Select All: ☒ Clear All: ☐

Update Events

☐ Pending
☐ Ready
☐ Reversal Initiated

Accounting Date: 09/28/2026

Update Event Status:



Review Revenue - Fixed Amount Accounting Lines Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review fixed-fee Contract Line Journal Entry details.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Revenue > Fixed Amount Accounting Lines

INPUT / SEARCH CRITERIA:

Business Unit
Journal ID
Journal Date
GL Journal Line Number
Ledger
Contracts Business Unit
Contract
Contract Line Num

OUTPUT FORMAT:

Online

Screenshot of the Review Revenue - Fixed Amount Accounting Lines Find an Existing Value Search Page

← Events

Fixed Amount Acctg Lines

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

*Business Unit

=

50100

Journal ID

begins with

GL Journal Line Number

=

Ledger

begins with

ACTUALS

Contracts Business Unit

begins with

50100

Contract

begins with

Contract Line Num

=

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

Only the first 300 results of a possible 4301 can be displayed. Business Unit "50100" Ledger "ACTUALS" +1 more

1-100 of 300

View All

Business Unit	Journal ID	Journal Date	GL Journal Line Number	Ledger	Contracts Business Unit	Contract	Contract Line Num	
50100	CA00003165	03/26/2012	1	ACTUALS	50100	0000001423	3	>
50100	CA00003165	03/26/2012	2	ACTUALS	50100	0000001423	3	>



Screenshot of the Fixed Amount Accounting Lines Page

[← Events](#)Fixed Amount Accounting Lines

Journal ID

Business Unit 50100
Ledger ACTUALS

Journal CA00003165
Line 1

Date 03/26/2012
Line Descr CA Deferred

GL Journal

Chartfields

1-1 of 1

View All

Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset	Agency Use 1	Agency Use 2	PC Business Unit	Project	Activity
112062	04720		15000								0000052058	

Base Currency USD
Currency USD
Statistics Code

Base Amount 5,060,950.00
Transaction Amount 5,060,950.00
Statistic Amount

Contract Details

1-1 of 1

View All

Details

Business Unit	Contract	Contract Line Num	Amount	Base Currency	Amount	Foreign Currency Code	Account	Fund	Program	Department
50100	0000001423	3	5060950.00	USD	5060950.00	USD	112062	04720		15000

Save

Return to Search

Notify



Review Revenue – History Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review a history of revenue recognized and adjusted by Revenue Plan.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Revenue > Review Revenue History

INPUT / SEARCH CRITERIA:

Business Unit
Contract
Revenue Plan
Revenue Plan Status
Contract Administrator

OUTPUT FORMAT:

Online

Screenshot of the Review Revenue - History Find an Existing Value Search Page

← Review Fixed Amount Journals

History

Find an Existing Value

Search Criteria
Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

Saved Searches

Choose from saved searches

Business Unit

=

50100

Contract

begins with

0000001425

Revenue Plan

begins with

R101

Revenue Plan Status

=

Contract Administrator

begins with

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results
1 result - Business Unit "50100" Contract "0000001425" +1 more

<<

<

1-1 of 1

>

>>

| View All

Business Unit	Contract	Revenue Plan	Revenue Plan Status	Contract Administrator	
50100	0000001425	R101	Completed	(blank)	>



Screenshot of the Fixed Amount Revenue History Page

← Review Fixed Amount Journals

Fixed Amount Revenue History

Contract0000001425Business Unit50100CurrencyUSD
Sold To Customer0000133944METROPOLITAN WASHINGTON AIRPORT AUTHGL Business Unit50100
Revenue PlanR101GL CurrencyUSD

Revenue Plan History

1 of 12

View All

Contract Line Num1Event Number1Amount1,408,188.82

Revenue

1-3 of 3

Details

ID>

Dist Seq #	GL Unit	Discount ID	Amount	Base Amount	Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset
1	50100		-1,535,427.00	-1,535,427.00	4004001	04720		19000				
1	50100		0.10	0.10	4004001	04720		19000				
1	50100		127,238.08	127,238.08	40040001	04720		19000				

Contract Liability

1-1 of 1

Details

ID>

Dist Seq #	GL Unit	Discount ID	Amount	Base Amount	Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset
------------	---------	-------------	--------	-------------	---------	------	---------	------------	-------------	------	------	-------

Contract Asset

1-3 of 3

Details

ID>

Dist Seq #	GL Unit	Discount ID	Amount	Base Amount	Account	Fund	Program	Department	Cost Center	Task	FIPS	Asset
1	50100		1,535,427.00	1,535,427.00	112084	04720		19000				



Review Revenue – Plans Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review revenue information, events, and history for processing or reversal.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Review Revenue > Plans

INPUT / SEARCH CRITERIA:

Business Unit
Revenue Plan
GL Business Unit
PC Business Unit
Contract
Contract Classification
Plan Status,
Hold [checkbox]
Sold To Customer
Method [various checkboxes]
Fee Type [various checkboxes]

OUTPUT FORMAT:

Online

Screenshot of the Review Revenue - Plans - Search Page

← Cardinal Financials

Review Revenue - Plans

Search Criteria

*Business Unit 50100

Revenue Plan

GL Business Unit

PC Business Unit

Contract 0000002181

Contract Classification

Plan Status

☐ Hold

Sold To Customer

Method

Fee Type

Search

Clear

Plans

1-1 of 1

View All

General

Additional Info

Business Unit	Customer	Contract	Plan	Plan Description	Status	Revenue Method	Revenue Amount	Amt Recog	Processed On
☐ 50100	0000003146	0000002181	R101	Amount Based - Milestone	In Progress	Milestone	211,082.60	211082.60	08/29/2022

☒ Select All ☐ Clear All

Update Plans

☐ Pending

☐ Ready

☐ Reversal in Progress

Accounting Date

08/28/2026

Update Plan Status

Review Billing - Plans



Screenshot of the Revenue Plan Page

← Manage Revenue

Revenue Plan

Revenue Plan

Contract 0000002181Business Unit 50100Currency USD
Sold To Customer 0000003146TOWN OF BLUEFIELDGL Business Unit 50100
Revenue Plan ◀ R101 ▶GL Currency USD

Description Amount Based - Milestone*Plan Status In Progress Actions
Recognition Method Milestone☐ Hold

Define Events By

- ☐ Percent
- ☒ Amount
- [Internal Notes](#)
- [Add Milestone](#)

[Preview Revenue](#)

Amount Detail

Total Amount	211,082.60
Remaining Amount	0.00

Event Detail

1-2 of 2

> | View All

Event	Event Type	*Event Status	Accounting Date		Amount		
1	Date	Completed	08/26/2022	Event Note	211,082.60	+..	-
2	Date	Pending	09/26/2022	Event Note	0.00	+..	-

[Return to Plans](#)

Save

Return to Search

Notify

Add

Update/Display

Rev 9/1/2026

Page 62 of 146



Transactions In Progress Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to view transactions coming from other modules that are in progress (e.g., a GL Journal that is posted but has not been distributed in Project Costing).

NAVIGATION PATH:

NavBar > Menu > Project Costing > Interactive Reports > Transactions In Progress

INPUT / SEARCH CRITERIA:

Transactions In Progress (select the type of transaction)
Days Inactive Range
Business Unit
Project
Activity
Project Type
Analysis Group
Project Status
Source Type
Category
Subcategory
My Projects [checkbox]
Employee ID
Manager Name
Date Options (All, Accounting Date, Transaction)
Date, From Date, Through Date
Journal Header Status

OUTPUT FORMAT:

Online

ADDITIONAL INFORMATION:

This inquiry consists of a two-step search. Select the **Transactions In Progress** type and then enter additional search criteria on the **Transactions In Progress** page.

Screenshot of the Transactions In Progress - Initial Find an Existing Value Search Page

The screenshot shows the 'Transactions In Progress' search interface. At the top, there is a navigation bar with a back arrow and 'Cardinal Financials' on the left, and 'Transactions In Progress' on the right. Below the navigation bar, the main heading is 'Find an Existing Value' with a button '+ Add a New Value' on the right. Underneath, there is a section for 'Search Criteria' with a dropdown arrow and a note: 'Enter any information you have and click Search. Leave fields blank for a list of all values.' Below this, there are two search history sections: 'Recent Searches' and 'Saved Searches', each with a dropdown menu and an edit icon. The main search area contains a dropdown menu set to 'Transactions In Progress', a 'begins with' dropdown, and a text input field containing 'GLTOPC'. Below the input field, there is a link to 'Show fewer options' and a checkbox for 'Case Sensitive'. At the bottom, there are 'Search' and 'Clear' buttons.



Screenshot of the Transactions In Progress - Search Page

← Cardinal Financials

Transactions In Progress

User ID

Name

Transactions in Progress

Posted Journals not transmitted to Projects

Selection Parameters

Days Inactive Range

Specify at least one of the following criteria Business Unit, My Projects, or Project Manager before pressing, "Search".

Project Cost Specific

Business Unit

Project

Activity

Project Type

Analysis Group

Project Status

Source Type

Category

Subcategory

Employee Specific

☐ My Projects

Employee ID

Manager Name

Date Options

☒ All

☐ Accounting Date

☐ Transaction Date

From Date

Through Date

Feeder System Options

Journal Header Status

Search

Reset

Graphical View

Transactions

1-50 of 330

View 100

Source Information

Details

General Ledger Specifics

IP

	System Source	Project Business Unit	Project	Activity	Source Amount	Currency Code
	PS/GL Spreadsheet Journal	50100	0000088950	65780	-578.44	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65780	440.66	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65780	137.78	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65781	-1,173.59	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65781	894.19	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65781	279.40	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65782	-2,272.92	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65782	1,731.75	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65782	541.17	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65790	-125.55	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65790	29.90	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65790	-43.17	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65790	95.65	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65790	32.89	USD
	PS/GL Spreadsheet Journal	50100	0000088950	65790	10.28	USD

Totals

Distributed to GL Amount

Not Distributed to GL Amount

Total Amount

Total CR Amount

Total DR Amount

Currency Code

USD

81,709.20

81,709.20

Save

Notify

Add

Update/Display



Vouchers by Activity Inquiry

REVISED: 9/1/2026

DESCRIPTION:

This inquiry is used to review Project Cost transactions related to Vouchers.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Review Costs > Accumulated Costs > Rvw Cost by Vchr by Activity

INPUT / SEARCH CRITERIA:

Business Unit
Project
Activity
WBS ID
Project Description
Activity Description
Activity Type
Status as of Effective Date
Activity Owner
New Milestone

OUTPUT FORMAT:

Online

Screenshot of the Vouchers by Activity Find an Existing Value Search Page

← Voucher Accounting Entries

Vouchers by Activity

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Choose from recent searches

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Saved Searches

Choose from saved searches

✎

*Business Unit

=

50100

Q

Project

begins with

0000095952

Q

Activity

begins with

Q

WBS ID

begins with

Project Description

begins with

Activity Description

begins with

Activity Type

begins with

Q

Status as of Effective Date

=

Activity Owner

begins with

Q

New Milestone

=

^ Show fewer options

☐ Case Sensitive

Search

Clear

Save Search

Search Results

295 results - Business Unit "50100" Project "0000095952"

1-100 of 295

>

>|

View All

Business Unit	Project	Row Number	WBS ID	Activity	Project Description	Activity Description	Activity Type	Status as of Effective Date	Activity Owner	New Milestone	
50100	0000095952	3	1.1.1	602	0029-071-681,P101,R201,C501	PE/Constr - Constr on PE Job	9101	Inactive	(blank)	(blank)	>



Screenshot of the Vouchers by Activity Page

[← Voucher Accounting Entries](#)Vouchers by Activity

Project 0000095952

Activity 602

Description 0029-071-681,P101,R201,C501

Description

Vouchers

[1-5 of 5](#) [View All](#)

Analysis Type	Voucher ID	Supplier ID	Currency	Unit of Measure	Quantity	Amount	
ACT	00331421	0000031637	USD	HUR		4,137.70	
ACT	00505544	0000025596	USD	HUR		1,107.63	
ACT	00517586	0000025596	USD	HUR		1,713.20	
ACT	00533777	0000025596	USD	HUR		225.67	
ACT	00578800	0000031637	USD	HUR		1,205.71	

[Return to Search](#) [Notify](#)

Screenshot of the Voucher Accounting Entries Page for the Selected Voucher

[← Summary](#)Voucher Accounting Entries

*Business Unit

Voucher ID

Invoice Number

*Accounting Line View Option

Invoice Date 04/18/2014

☐ Show Foreign Currency

Supplier ID 0000031637

*Sort By

Supplier Name A Morton Thomas & Associates Inc

[Search](#) [Reset](#)

Accounting Information [View All](#)

Posting Process AP Accrual

GL Dist Status Distributed

Posting Date 05/08/2014

[1-10 of 10](#) [View All](#)

[Main Information](#) [Chartfields](#) [Journal](#)

Description	Monetary Amount	Currency Code	Ledger	GL Unit	Accounting Date
Accounts Payable	-636.65	USD	ACTUALS	50100	05/07/2014
ENGINEERING SERVICES, PROFESSI	636.65	USD	ACTUALS	50100	05/07/2014
Accounts Payable	-32,219.23	USD	ACTUALS	50100	05/07/2014
ENGINEERING SERVICES, PROFESSI	32,219.23	USD	ACTUALS	50100	05/07/2014



Project Accounting Queries

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Allowable Unallowable Accounts Query (V_PA_PROJ_EXPENDITURE_ACCTS)

REVISED: 9/1/2026

DESCRIPTION:

This query displays detail Project Expenditures at the Journal level classified as either allowable or unallowable. The query can be used to track and monitor Project Expenditures classified as allowable and unallowable expenditures and to review Project Expenditures during the final Voucher processing to close out a Federal Project.

NAVIGATION PATHS:

Query Viewer > V_PA_PROJ_EXPENDITURE_ACCTS

Projects WorkCenter > Queries > Project Queries > Allowable Unallowable Accounts

Projects WorkCenter > Links > Other Links > Query Viewer > V_PA_PROJ_EXPENDITURE_ACCTS

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_PROJ_EXPENDITURE_ACCTS

INPUT / SEARCH CRITERIA:

PC Business Unit

Project ID (% for All)

Activity Type (% for All)

From Accounting Date

To Accounting Date

Allowable / Unallowable (% for All)

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Allowable Unallowable Accounts Query Page

V_PA_PROJ_EXPENDITURE_ACCTS - Allowable Unallowable Accounts																						
PC Business Unit 50100																						
Project ID (% for All)																						
Activity Type (% for All)																						
From Accounting Date 01/01/2019																						
To Accounting Date 06/30/2019																						
Allowable / Unallowable / %																						
View Results																						
Download results in : Excel Spreadsheet CSV Text File XML File (15360 kb)																						
View All First 1-100 of 30476 Last																						
Row	JournalID	Journal Date	Accounting Date	Accounting Period	Fiscal Year	Business Unit	Project	Activity	Analysis Type	Account	Account Description	Fund	Department	Program	FIPS	Agency Use 1	Task	Asset	Route	Contract	Amount	Allowable
1	ALC0000007	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	5011110	Employer Retire Contrib-Def Ben	04720	11011	603024	191						88.71	Y
2	ALC0000009	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	5011120	Salary Social Security&Medicare	04720	11011	603024	191						41.29	Y
3	ALC0000005	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	5011140	Group Life Insurance	04720	11011	603024	191						7.36	Y
4	ALC0000006	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	5011150	Employer Health Ins Premium	04720	11011	603024	191						136.13	Y
5		01/16/2019			0	0 50100	0000000260	678	PAY	5011230	Salaries, Classified	04720	11011	603024	191						92.98	Y
6		01/16/2019			0	0 50100	0000000260	678	PAY	5011230	Salaries, Classified	04720	11011	603024	191						61.99	Y
7		01/16/2019			0	0 50100	0000000260	678	PAY	5011230	Salaries, Classified	04720	11011	603024	191						309.95	Y
8		01/16/2019			0	0 50100	0000000260	678	PAY	5011230	Salaries, Classified	04720	11011	603024	191						30.99	Y
9		01/16/2019			0	0 50100	0000000260	678	PAY	5011230	Salaries, Classified	04720	11011	603024	191						61.99	Y
10	ALC0000004	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	50112301	Salaries, Non-Productive Time	04720	11011	603024	191						19.19	Y
11	ALC0000003	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	50112301	Salaries, Non-Productive Time	04720	11011	603024	191						83.69	Y
12	ALC0000002	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	50112301	Salaries, Non-Productive Time	04720	11011	603024	191						59.53	Y
13	ALC0000001	01/31/2019	01/31/2019		7	2019 50100	0000000260	678	ATE	50112301	Salaries, Non-Productive Time	04720	11011	603024	191						61.70	Y
14	AP01242735	06/17/2019	06/14/2019		12	2019 50100	0000000260	753	ACT	5012430	Attorney Services	04720	11011	603024	191						357.00	Y
15	AP01184170	04/16/2019	04/16/2019		10	2019 50100	0000000260	753	ACT	5012430	Attorney Services	04720	11011	603024	191						273.00	Y



Bill History by Contract Query (V_PA_BILL_HIST_CONTRACT)

REVISED: 9/1/2026

DESCRIPTION:

This query displays the billing history for a Contract by Project, Phase, and Appropriation Code and can be used to review/monitor the billing history for a Contract.

NAVIGATION PATHS:

Query Viewer > V_PA_BILL_HIST_CONTRACT

Contracts WorkCenter > Queries > Contract Queries > Bill History by Contract

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_BILL_HIST_CONTRACT

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_BILL_HIST_CONTRACT

INPUT / SEARCH CRITERIA:

Business Unit

Contract ID

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Bill History by Contract Query Page

V_PA_BILL_HIST_CONTRACT - Bill History by Contract											
*Business Unit 50100 Q											
Contract ID 5104299 Q											
View Results											
Download results in: Excel Spreadsheet CSV Text File XML File (92 kb)											
View All											
First 1-100 of 289 Last											
Row	Business Unit	Contract ID	Project	Phase	Appropriation Code	Invoice	Invoice Date	Target Payment	LTD Billed Amount	Invoiced Amount	Payment Date
1	50100	5104299	0000118880	9101	Y002	FED003701	05/08/2023	05/11/2023	1299567.00	1299567.00	05/11/2023
2	50100	5104299	0000118880	9102	Y001	FED003805	09/07/2023	09/08/2023	1107066.55	6.04	09/08/2023
3	50100	5104299	0000118880	9102	Y001	FED003803	09/06/2023	09/11/2023	1107066.55	25.03	09/11/2023
4	50100	5104299	0000118880	9102	Y001	FED003828	10/11/2023	10/16/2023	1107066.55	21.99	10/16/2023
5	50100	5104299	0000118880	9102	Y001	FED003829	10/11/2023	10/16/2023	1107066.55	1240.29	10/16/2023
6	50100	5104299	0000118880	9102	Y001	FED003830	10/11/2023	10/16/2023	1107066.55	315.29	10/16/2023
7	50100	5104299	0000118880	9102	Y001	FED003886	12/19/2023	12/22/2023	1107066.55	105.39	12/22/2023
8	50100	5104299	0000118880	9102	Y001	FED003887	12/20/2023	12/26/2023	1107066.55	143.86	12/26/2023
9	50100	5104299	0000118880	9102	Y001	FED003895	01/03/2024	01/08/2024	1107066.55	16.98	01/08/2024
10	50100	5104299	0000118880	9102	Y001	FED003897	01/04/2024	01/09/2024	1107066.55	62.86	01/09/2024
11	50100	5104299	0000118880	9102	Y001	FED003898	01/05/2024	01/10/2024	1107066.55	73.98	01/10/2024
12	50100	5104299	0000118880	9102	Y001	FED003911	01/22/2024	01/25/2024	1107066.55	9.97	01/25/2024
13	50100	5104299	0000118880	9102	Y001	FED003912	01/23/2024	01/26/2024	1107066.55	36.38	01/26/2024
14	50100	5104299	0000118880	9102	Y001	FED003915	01/26/2024	01/31/2024	1107066.55	5720.00	01/31/2024
15	50100	5104299	0000118880	9102	Y001	FED003919	01/31/2024	02/05/2024	1107066.55	3280.00	02/05/2024
16	50100	5104299	0000118880	9102	Y001	FED003920	02/01/2024	02/06/2024	1107066.55	13.02	02/06/2024
17	50100	5104299	0000118880	9102	Y001	FED003925	02/06/2024	02/09/2024	1107066.55	550.00	02/09/2024
18	50100	5104299	0000118880	9102	Y001	FED003927	02/07/2024	02/12/2024	1107066.55	550.00	02/12/2024
19	50100	5104299	0000118880	9102	Y001	FED003932	02/14/2024	02/20/2024	1107066.55	1500.00	02/20/2024
20	50100	5104299	0000118880	9102	Y001	FED003939	02/22/2024	02/27/2024	1107066.55	141.58	02/27/2024
21	50100	5104299	0000118880	9102	Y001	FED003940	02/23/2024	02/28/2024	1107066.55	33.79	02/28/2024
22	50100	5104299	0000118880	9102	Y001	FED003944	02/27/2024	03/01/2024	1107066.55	5900.00	03/01/2024



Billing Adjustment Validation Query (V_PA_BILLING_ADJUSTMENTS)

REVISED: 9/1/2026

DESCRIPTION:

This query displays data that can be used to verify billing adjustments.

NAVIGATION PATHS:

Query Viewer > V_PA_BILLING_ADJUSTMENTS

Contracts WorkCenter > Queries > Contract Queries > Billing Adjustment Validation

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_BILLING_ADJUSTMENTS

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_BILLING_ADJUSTMENTS

INPUT / SEARCH CRITERIA:

User ID (% of all)

Invoice Status

Business Unit

Invoice (% for all)

Contract Type (% for all)

Bill Source (% for all)

Accounting Date From

Accounting Date To

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Billing Adjustment Validation Query Page

Row	Business Unit	Invoice	Description	Invoice Line	Net Extended Amount	Contracts Business Unit	Contract #	Contract Type	Billing Plan ID	Contract Date	Accounting Date	Contract Line Num	PC Business Unit	Project
1	50100	EMS000244	EQUIPPROPDMGST-Salem	1	33862.550						11/12/2019	0		
2	50100	FED002656	Billing Adjustment M3E1 @ 80%	1	-0.040	50100	5A01716	F	B101		11/01/2019	1	50100	0000107530
3	50100	FED002656	Billing Adjustment M40E @ 80%	2	-0.010	50100	5A03728	F	B101		11/01/2019	1	50100	0000098828
4	50100	FED002656	Billing Adjustment M400 @ 80%	3	-0.330	50100	5A03750	F	B101		11/01/2019	1	50100	0000100625
5	50100	FED002656	Billing Adjustment L24E @ 80%	4	-0.020	50100	5A27200	F	B101		11/01/2019	1	50100	0000072706



Screenshot of the Billing Adjustment Validation Query Page (scrolled right)

First 1-100 of 198  Last															
Activity	Source Type	Category	Subcategory	Revenue Sequence Number	PC Distribution Status	Account	Department	Asset	Task	Fund Code	FIPS	Cost Center	Program	Project	User ID
				1	I	5014110	10182		05721	04100		11165420	60400403		AA_CARDINAL_BATCH_AR
616	M3E1			1	D	4020205	99999			04010				0000107530	
631	M40E			1	D	4020205	99999			04010				0000098828	
678	M400			1	D	4020205	99999			04010				0000100625	
631	L24E			1	D	4020205	99999			04010				0000072706	



Billing Interface Errors Query (V_PA_BILL_INTFC_ERROR_COA)

REVISED: 9/1/2026

DESCRIPTION:

This query displays the Chart of Account (COA) values and the associated error message for all lines in error from the processing of the billing interface. This query can be used by Agencies to determine which ChartFields must be updated/corrected to allow the Bill Lines to process through to the Billing Module.

NAVIGATION PATHS:

Query Viewer > V_PA_BILL_INTFC_ERROR_COA

Contracts WorkCenter > Queries > Contract Queries > Billing Interface Errors

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_BILL_INTFC_ERROR_COA

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_BILL_INTFC_ERROR_COA

INPUT / SEARCH CRITERIA:

Business Unit

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Billing Interface Errors Query Page

V_PA_BILL_INTFC_ERROR_COA - Billing Interface Errors																
Business Unit 50100 Q																
View Results																
Download results in : Excel Spreadsheet CSV Text File XML File (52 kb)																
View All																
Row	Contract	Line	Bill To	Intfc ID	Line Num	Err Status	Error Description	Business Unit	Account	Department	Asset	Task	Fund	FIPS	Agency Use 2	Affiliate
1	5B01044	1	0000055002	8574	1	0550	Invalid Department	50100	112061	19002			04010			
2	5B01044	1	0000055002	8574	2	0550	Invalid Department	50100	112061	19002			04010			
3	5B01044	1	0000055002	8574	3	0550	Invalid Department	50100	112061	19002			04010			
4	5B01044	1	0000055002	8574	4	0550	Invalid Department	50100	112061	19002			04010			
5	5B01044	1	0000055002	8574	5	0550	Invalid Department	50100	112061	19002			04010			
6	5B01044	1	0000055002	8574	6	0550	Invalid Department	50100	112061	19002			04010			
7	5B01044	1	0000055002	8574	7	0550	Invalid Department	50100	112061	19002			04010			
8	5B01044	1	0000055002	8574	8	0550	Invalid Department	50100	112061	19002			04010			
9	5B01044	1	0000055002	8574	9	0550	Invalid Department	50100	112061	19002			04010			
10	5B01044	1	0000055002	8574	10	0550	Invalid Department	50100	112061	19002			04010			
11	5B01044	1	0000055002	8574	11	0550	Invalid Department	50100	112061	19002			04010			
12	5B01044	1	0000055002	8574	12	0550	Invalid Department	50100	112061	19002			04010			
13	5B01044	1	0000055002	8574	13	0550	Invalid Department	50100	112061	19002			04010			
14	5B01044	1	0000055002	8574	14	0550	Invalid Department	50100	112061	19002			04010			



Screenshot of the Billing Interface Errors Query Page (scrolled right)

Fund Affiliate	Cost Center	Program	Agency Use 1	PC Bus Unit	Project	Activity	Source Type	Category
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	612	LU20	
				50100	0000113637	61401	LU20	
				50100	0000113637	61401	LU20	



Billing Worksheet Lines to Defer Query (V_PA_BI_WRKSHT_LINES_TO_DEFER)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Worksheet Lines on a Bill and can be used to determine which Lines should be deferred if errors are received in the Federal Highway Administration (FHWA) system (i.e., Rapid Approval State Payment System (RASPS)).

NAVIGATION PATHS:

Query Viewer > V_PA_BI_WRKSHT_LINES_TO_DEFER

Contracts WorkCenter > Queries > Contract Queries > Identify Lines to Defer

Contracts WorkCenter > Links > Other Links > Query Viewer >

V_PA_BI_WRKSHT_LINES_TO_DEFER

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_BI_WRKSHT_LINES_TO_DEFER

INPUT / SEARCH CRITERIA:

Contract (% for all) %

Source Type L24E

Business Unit 50100

[View Results](#)

Download results in: [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (270 kb)

[View All](#)

First 1-100 of 1175 [Last](#)

	Business Unit	Invoice	Sequence	Project	Contract	Source Type	Amount
1	50100	TMP001170	253	0000080272	0078118	L24E	44.85
2	50100	TMP001170	254	0000080272	0078118	L24E	46.54
3	50100	TMP001170	255	0000080272	0078118	L24E	19.22
4	50100	TMP001170	256	0000080272	0078118	L24E	19.95
5	50100	TMP001170	257	0000080272	0078118	L24E	25.63
6	50100	TMP001170	258	0000080272	0078118	L24E	26.59



Contract Information Query (V_PA_CONTRACT_INFO)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Contract information and can be used to compare data against the Federal Agreement for accuracy and completeness.

NAVIGATION PATHS:

Query Viewer > V_PA_CONTRACT_INFO

Contracts WorkCenter > Queries > Contract Queries > Contract Information

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CONTRACT_INFO

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CONTRACT_INFO

INPUT / SEARCH CRITERIA:

PC Business Unit
CA Bus. Unit
Project ID (% for all)
Contract Num1 (% for All)
Contract Num2
Contract Num3
Contract Num4
Contract Num5

OUTPUT FORMAT:

HTML
Excel
CSV

Screenshot of the Contract Information Query Page

V_PA_CONTRACT_INFO - Contract Information

PC Business Unit

CA Bus. Unit

Project ID (% For all)

Contract Num1 (% For All)

Contract Num2

Contract Num3

Contract Num4

Contract Num5

[View Results](#)

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (15 kb)

[View All](#)

Row	BU	Contract Number	Amendment	Contract Processing Status	Contract Status	Contract Type	Description	Legal Entity	Proposal ID	Contract Signed	Region	Line	Product ID	End Date	Control Flag	Bill Plan Hold Date	Effective Date
1	50100	0293031		C	FV ACCEPTED	F	BR-0293031	NFO	\$480,000.00	04/01/2010	03	1	FEDERAL	10/16/2016	Y		04/01/2010
2	50100	0293031										1					
3	50100	0293032		C	FV ACCEPTED	F	BR-0293032	NFO	\$207,908.94	05/15/2014	03	1	FEDERAL	07/31/2018	Y		05/15/2014
4	50100	0293032										1					
5	50100	0293033		A	ACTIVE	F	BR-0293033	NFO	\$5,174,732.06	09/22/2015	03	1	FEDERAL	09/30/2019	Y		09/22/2015
6	50100	0293033		A	ACTIVE	F	BR-0293033	NFO	\$5,174,732.06	09/22/2015	03	1	FEDERAL	09/30/2019	Y		09/22/2015
7	50100	0293033		A	ACTIVE	F	BR-0293033	NFO	\$5,174,732.06	09/22/2015	03	1	FEDERAL	09/30/2019	Y		09/22/2015
8	50100	0293033		A	ACTIVE	F	BR-0293033	NFO	\$5,174,732.06	09/22/2015	03	1	FEDERAL	09/30/2019	Y		09/22/2015



Screenshot of the Contract Information Query Page (scrolled right)

First 1-16 of 16 Last																
Active Rate Set	Transaction ID	Limit Amount	Rate Set	Use Seq	Project ID	Activity Type	Amend Status	Amend Line	Edit Type	Component	Label Fieldname	Amend Ref #1	Transaction Limit	Old Value	New Value	Entered By
	Q100	480000.000	FED_Q100_80	1												
		0.000			0000095952	9101										
	L1CE	207908.940	FED_L1CE_100	1												
		0.000			0000095952	9102										
FED_Z231_100	0AW0	0.000	ADC_0AW0_80	0												
FED_Z231_100	H250	47564.000	FED_H250_100	1												
FED_Z231_100	L05E	1399889.000	FED_L05E_100	3												
FED_Z231_100	L11E	0.130	FED_L11E_80	2												



Contract Limit Exception Detail Query (V_PA_CNTRCT_LMT_EXCPTN_DTL)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Customer Contracts where the transaction limits exceed the total dollars authorized for a Federal Project or where the participation rate for any transaction identifier exceeds 100%. The query can be used to identify any Contracts that are not set up accurately.

NAVIGATION PATHS:

Query Viewer > V_PA_CNTRCT_LMT_EXCPTN_DTL

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CNTRCT_LMT_EXCPTN_DTL

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CNTRCT_LMT_EXCPTN_DTL

INPUT / SEARCH CRITERIA:

Contract From Date

Contract To Date

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Contract Limit Exception Detail Query Page

Row	Contract	Customer	Contract Status	Processing Status	Contract Type	Description	Start Date	Proposal	Merchant	Transaction Limit Identifier	Transaction Limit Amount	Rate Set	Rate Plan	Rate Selection	Exception Message
1	5A01181	0000055002	ACTIVE	A	F	MG/STP-5A01181	02/17/2011	\$52,606,574.69	0		60656116.310				Obligation Amount Exceeds



Contract Project/Activities Combination Query (V_PA_CONTRACT_PROJ_ACT_COMBO)

REVISED: 9/1/2026

DESCRIPTION:

This query displays the associated Project and Activity combination for a Contract and can be used to ensure all Project and Activities are added to a Contract.

NAVIGATION PATHS:

Query Viewer > V_PA_CONTRACT_PROJ_ACT_COMBO

Contracts WorkCenter > Queries > Contract Queries > Contract Proj/Acti Combination

Contracts WorkCenter > Links > Other Links > Query Viewer >

V_PA_CONTRACT_PROJ_ACT_COMBO

NavBar > Menu > Reporting Tools > Query > Query Viewer >

V_PA_CONTRACT_PROJ_ACT_COMBO

INPUT / SEARCH CRITERIA:

Business Unit

Contract

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Contract Project/Activities Combination Query Page

V_PA_CONTRACT_PROJ_ACT_COMBO - Contract Proj/Acti Combination							
Business Unit 50100							
Contract 0000000212							
View Results							
Download results in : Excel Spreadsheet CSV Text File XML File (92 kb)							
View All First 1-100 of 442 Last							
Row	Contract	Line Num	PC Bus Unit	Project	Phase	Activity	Descr
1	0000000212	1	50100	0000101026	9105	60000	Ordinary Maintenance-Service
2	0000000212	1	50100	0000101026	9105	60101	Debris Removal - Storm
3	0000000212	1	50100	0000101026	9105	60106	Bulb Replacement
4	0000000212	1	50100	0000101026	9105	60151	Tree Removal
5	0000000212	1	50100	0000101026	9105	60227	Asphalt Pothole Patching
6	0000000212	1	50100	0000101026	9105	60700	Ordinary Maintenance - Deck
7	0000000212	1	50100	0000101026	9105	60720	Ordinary Maint Superstructure
8	0000000212	1	50100	0000101026	9105	60740	Ordinary Maint - Substructure
9	0000000212	1	50100	0000101026	9105	60750	Ordinary Maint - Large Culvert
10	0000000212	1	50100	0000101026	9105	60760	Ordinary Maint - Bridge Misc
11	0000000212	1	50100	0000101026	9105	61000	Prevent Maint-Planned/Cyclical
12	0000000212	1	50100	0000101026	9105	61100	Prvtv (Non-Cndtin Bsd) Mnt
13	0000000212	1	50100	0000101026	9105	61111	Bridge Insp. of NBI-Interstate
14	0000000212	1	50100	0000101026	9105	61122	UW Bridge Insp of NBI on IS
15	0000000212	1	50100	0000101026	9105	61138	Bridge Inspections on NBI
16	0000000212	1	50100	0000101026	9105	61139	Underwater Bridge Inspections
17	0000000212	1	50100	0000101026	9105	61140	Inspection
18	0000000212	1	50100	0000101026	9105	61141	Hand Clean



Contract with No Billing Query (V_PA_CA_NO_BI)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Contracts for which no billings have been processed and can be used to review customer Contract statuses.

NAVIGATION PATHS:

Query Viewer > V_PA_CA_NO_BI

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CA_NO_BI

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CA_NO_BI

INPUT / SEARCH CRITERIA:

From Date

To Date

Contract Type (% for All)

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Contract with No Billing Query Page

V_PA_CA_NO_BI - Contract with No Billing										
From Date 06/01/2019 To Date 06/11/2019 Contract Type (% For All) %										
View Results										
Download results in : Excel Spreadsheet CSV Text File XML File (1440 kb)										
View All										
First 1-100 of 3013 Last										
Row	Project	Contract	Status	Type	Last Billed Date	Life-to-Date Billed Amount	Project Manager	Reason	Min End Date	
1	0000000098	5401456	ACTIVE	F	11/05/2012	632238.00	DOE, JOHN	No billing during timespan		
2	0000000192	0952343	FIRE - CLOSED	F	12/14/2011	170414.00	DOE, JOHN	No billing during timespan		
3	0000000564	0012101	FIRE - CLOSED	F	03/07/2019	2049221.08	DOE, JOHN	No billing during timespan		
4	0000000673	0092045	ACTIVE	F	09/11/2019	146087.89	DOE, JOHN	No billing during timespan	12/31/2022	
5	0000000688	0000001532	ACTIVE	A	04/01/2014	189414.80	DOE, JOHN	No billing during timespan	03/11/2014	
6	0000000688	5128201	ACTIVE	F	12/13/2019	3065687.00	DOE, JOHN	No billing during timespan	12/31/2021	
7	0000000709	0000001537	ACTIVE	A	01/05/2015	248678.64	DOE, JOHN	No billing during timespan	12/11/2014	
8	0000000709	0000001714	ACTIVE	A	03/01/2016	83391.00	DOE, JOHN	No billing during timespan		
9	0000000709	0000001949	ACTIVE	A	01/03/2019	1720000.00	DOE, JOHN	No billing during timespan		
10	0000000913	5128150	FIRE - CLOSED	F	06/07/2007	8862797.00	DOE, JOHN	No billing during timespan		
11	0000000954	5108150	ACTIVE	F	05/06/2019	1902743.08	DOE, JOHN	No billing during timespan		
12	0000001017	0193013	FIRE - CLOSED	F	01/03/2013	1192187.92	DOE, JOHN	No billing during timespan		
13	0000001436	5402190	ACTIVE	F	12/05/2019	3156069.02	DOE, JOHN	No billing during timespan	06/30/2020	
14	0000001489	5127430	FIRE - CLOSED	F	05/17/2008	2187254.00	DOE, JOHN	No billing during timespan		
15	0000001716	0801103	ACTIVE	F	07/19/2012	3013203.72	DOE, JOHN	No billing during timespan		
16	0000001815	1622106	FIRE - CLOSED	F	11/13/2013	120867.00	DOE, JOHN	No billing during timespan		
17	0000001850	0655029	ACTIVE	F	08/12/2019	28224.84	DOE, JOHN	No billing during timespan		
18	0000001851	0655030	WITHDRAWN	F	03/06/2019	0.00	DOE, JOHN	No billing during timespan		
19	0000001890	1211112	FIRE - CLOSED	F	11/13/2013	364960.00	DOE, JOHN	No billing during timespan		



Contracts on Billing Hold Query (V_PA_CA_BI_HOLD)

REVISED: 9/1/2026

DESCRIPTION:

This query displays active Contracts that have been put on billing hold, have suspended billing, or have deferred Lines on a Billing Worksheet. The query can be used to monitor the processing of billing holds, suspended billings, or deferred billing Worksheet Lines related to active Customer Contracts in order to ensure these items are resolved and billing continues in a timely manner.

NAVIGATION PATHS:

Query Viewer > V_PA_CA_BI_HOLD

Contracts WorkCenter > Queries > Contract Queries > Contracts on Billing Hold

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CA_BI_HOLD

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CA_BI_HOLD

INPUT / SEARCH CRITERIA:

Business Unit

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Contracts on Billing Hold Query Page

V_PA_CA_BI_HOLD - Contracts on Billing Hold										
Business Unit 50100										
View Results										
Download results in : Excel Spreadsheet CSV Text File XML File (1366 kb)										
View All First 1-100 of 3349 Last										
Row	Contract	Contract Type	Contract Status	Line Number	Description	Billing Plan ID	Hold Date	End Date	Type of Hold	
1	0000000095	O	ACTIVE	1	BRAC-133 MARK CTR STUDY	B101			Rate Based Contract Line is Missing Rate Set in CA_RATE table	
2	0000000095	O	ACTIVE	1	BRAC-133 MARK CTR STUDY	B101	02/03/2012		Bill Plan Associated with Contract Line is On Hold	
3	0000000639	R	ACTIVE	1	02025211	B101			Rate Based Contract Line is Missing Rate Set in CA_RATE table	
4	0000000954	A	ACTIVE	1	ADMIN REVIEW JORDAN BRIDGE	B101			Rate Based Contract Line is Missing Rate Set in CA_RATE table	
5	0000001067	L	ACTIVE	1	PE FOR RTE 606	B101			Rate Based Contract Line is Missing Rate Set in CA_RATE table	
6	0000001069	L	ACTIVE	1	BRAC-133 ALEXANDRIA	B101			Active Contract with Inactive Rate Set on CA_RATE	
7	0000001426	O	ACTIVE	1	Partic - CON -Private-NOVA	B101	04/14/2014		Bill Plan Associated with Contract Line is On Hold	
8	0000001429	R	ACTIVE	1	Recurring Contract \$4334.22	B101	04/15/2013	08/11/2013	Bill Plan Associated with Contract Line is On Hold	
9	0000001506	O	ACTIVE	2	Gener -HMO E River 11099				Rate Based Contract Line does not have row defined in CA_RATE table	
10	0000001516	A	ACTIVE	1	CON -1st City-Richmnd	B101			Rate Based Contract Line does not have row defined in CA_RATE table	
11	0000001521	A	ACTIVE	1	Recurring Contract - \$1,541.64	B101	05/24/2013	02/11/2014	Bill Plan Associated with Contract Line is On Hold	
12	0000001563	A	ACTIVE	1	Misc - HMO - STA - Lynchburg	B101			Rate Based Contract Line does not have row defined in CA_RATE table	
13	0000001654	A	ACTIVE	1	Proje - CON - CCT - NOVA	B101	09/17/2019		Bill Plan Associated with Contract Line is On Hold	
14	0000001701	A	ACTIVE	2	Proje - CON - STA - Richmond	B105	03/22/2016		Bill Plan Associated with Contract Line is On Hold	
15	0000001701	A	ACTIVE	3	Proje - CON - STA - Richmond	B106	03/22/2016		Bill Plan Associated with Contract Line is On Hold	
16	0000001721	A	ACTIVE	1	Proje - CON - CCT - Bristol	B101	05/16/2016		Bill Plan Associated with Contract Line is On Hold	
17	0000001730	A	ACTIVE	5					Rate Based Contract Line does not have row defined in CA_RATE table	
18	0000001730	A	ACTIVE	6	Proje - CON - OTH - Suffolk				Rate Based Contract Line does not have row defined in CA_RATE table	
19	0000001887	A	ACTIVE	1	Proje - CON - OTH - Suffolk	B101			Rate Based Contract Line is Missing Rate Set in CA_RATE table	
20	0000002003	A	ACTIVE	1	Coal Severance - CCT	B101	08/23/2019		Bill Plan Associated with Contract Line is On Hold	



Contracts with Split AC Query (V_PA_CONTRACTS_WITH_AC_SPLIT)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Customer Contracts that have Split Advanced Construction (AC) rows with an Analysis Type of "Billable Amount (BIL)" or "Over Limit Amount (OLT)". The query also displays the remaining amount on a Non-AC transaction.

NAVIGATION PATHS:

Query Viewer > V_PA_CONTRACTS_WITH_AC_SPLIT

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CONTRACTS_WITH_AC_SPLIT

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CONTRACTS_WITH_AC_SPLIT

INPUT / SEARCH CRITERIA:

Business Unit (% for all)

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Contracts with Split AC Query Page

V_PA_CONTRACTS_WITH_AC_SPLIT - Contracts with Split AC									
Business Unit (% for all) 50100									
View Results									
Download results in : Excel Spreadsheet CSV Text File XML File (5 kb)									
View All									
First 1-19 of 19 Last									
Row	Contract #	Contract Line #	Project ID	Source Type	Analysis Type	Resource Amount	Non AC Trans ID	Non AC Rate Set	Remaining Balance
1	000S166		1 0000084272	0AW0	BIL	990410.80			
2	000S166		1 0000084272	0AW0	BIL	3360.26			
3	0812276		1 0000093462	0AW0	BIL	60.19			
4	0971027		1 0000057492	0AW0	BIL	17058.11			
5	3604017		1 0000050029	0AC0	BIL	459823.44			
6	5127716		1 0000066786	0AW0	BIL	1013296.30			
7	5150121		1 0000067976	0AW0	BIL	0.98			
8	5165006		1 0000071756	0AC0	BIL	29076.73			
9	5401638		1 0000071853	0AW0	BIL	96.45			
10	5401756		1 0000016422	0AW0	BIL	2503.93			
11	5403989		1 0000014672	0AW0	BIL	5802.14			
12	5403989		1 0000014672	0AW0	BIL	17456.68			
13	5A03211		1 0000072799	0AW0	BIL	984.37			
14	PM05279		1 0000097127	0AW0	BIL	18248.00			
15	PM05279		1 0000097127	0AW0	BIL	30.78			
16	PM05279		1 0000097127	0AW0	BIL	18116.01			
17	PM05279		1 0000097127	0AW0	BIL	18247.36			
18	PM05279		1 0000097127	0AW0	BIL	54.14			
19	PM05279		1 0000097127	0AW0	BIL	16415.43			



Customer Contract Products Query (V_PA_CUST_CONTRACT_PRODUCTS)

REVISED: 9/1/2026

DESCRIPTION:

This query identifies all Amount and Recurring Products with the associated accounting distribution. This query is used to determine which Product should be used when creating Amount-Based and Recurring contract lines.

NAVIGATION PATHS:

Query Viewer > V_PA_CUST_CONTRACT_PRODUCTS

Contracts WorkCenter > Queries > Contract Queries > Customer Contract Products

Contracts WorkCenter > Links > Other Links > Query Viewer >

V_PA_CUST_CONTRACT_PRODUCTS

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CUST_CONTRACT_PRODUCTS

INPUT / SEARCH CRITERIA:

Business Unit
Product ID (% for all)
Product Group (% for all)
Account (% for all)
Dept ID (% for all)
Fund (% for all)
Status (A, I, % for all)

OUTPUT FORMAT:

HTML
Excel
CSV

Screenshot of the Customer Contract Products Query Page

V_PA_CUST_CONTRACT_PRODUCTS - Customer Contract Products														
*Business Unit 50100														
Product ID(% for all) %														
Product Group(% for all) %														
Account(% for all) %														
Dept ID (% for all) %														
Fund (% for all) %														
Status (A, I, % for all) %														
View Results														
Download results in: Excel Spreadsheet CSV Text File XML File (102 kb)														
View All														
Row	Product	Product Description	Status	Price Type	Product Group	Distribution Code	Distribution Code Descr	Account	Department	Fund	Cost Center	Program	Project Id	Activity
1	AMT_FEDERAL	Federal - Amount Based	A	AMT	RTE_FED	GRANTGRT12	Federal Grant - Local Assistan	4020205	10059	04010				
2	AMT_FEDGRT10	Federal Grant - NOVA	I	AMT	AMT_FED	GRANTGRT10	Federal Grant - NOVA	4020205	19000	04010				
3	AMT_FEDGRT11	Federal Transit Grant-Richmond	A	AMT	AMT_FED	GRANTGRT11	Federal Transit Grant-Richmond	4020507	14000	04010				
4	AMT_FED_GRT10	Federal Grant-NOVA	A	AMT	AMT_FED	GRANTGRT10	Federal Grant - NOVA	4020205	19000	04010				
5	AMT_FED_GRT11	Federal Grant-Richmond	A	AMT	AMT_FED	GRANTGRT11	Federal Grant - Richmond	4020507	14000	04010				
6	AMT_FED_PASS1	Federal PassThrough CO	A	AMT	AMT_FED	FEDPASS1	Federal PassThrough CO	609050	10015	04010				
7	AMT_GENER1	Gener - HMO - East River	A	AMT	AMT_HMOOTH	GENERGEN10	Generic Hwy/Maint/Ops East Rv AR	40040001	11099	04100				
8	AMT_GENER2	Gener-HMO-STA-Research Council	A	AMT	AMT_HMOSTA	GENERGEN15	University of Virginia Generic	4003007	10029	04100	11210010	602002		
9	AMT_GENER3	Gener - HMO - VCTIR	A	AMT	AMT_HMOOTH	GENERGEN16	Research Council HMO Private	40040001	10029	04100		602002		
10	AMT_GENER4	Gener-CON- Location & Design	A	AMT	AMT_CONOTH	GENERGEN14	Location & Design CON Private	40040001	10021	04720		514008	0000100401	
11	AMT_GENER5	Research Council HMO Dep 10144	A	AMT	AMT_HMOOTH	GENERGEN19	Research Council HMO Dep 10144	40040001	10144	04100		602002		
12	AMT_GENER6	Research Cncl HMO State 10144	A	AMT	AMT_HMOSTA	GENERGEN20	Research Cncl HMO State 10144	4003007	10144	04100		602002		
13	AMT_GENER7	Gener - RANDP - STA - VTRC	A	AMT	AMT_HMOSTA	GENERGEN21	Research Council RANDP State	40042011	10029	04100		602002		
14	AMT_MGSE1	Misc - HMO - CCT/OTH-Nova	A	AMT	AMT_HMOOTH	MG&SEMGS09	Misc - HMO - CCT/OTH-NOVA	4009060	19000	04100	11000010			
15	AMT_MGSE2	Misc - HMO - CCT - Lynchburg	A	AMT	AMT_HMOOCT	MG&SEMGS03	Misc - HMO - CCT/OTH-Lynchburg	4009060	13000	04100	11000010			
16	AMT_MGSE3	Misc - HMO - OTH-Materials Div	A	AMT	AMT_HMOOTH	MG&SEMGS55	Misc-HMO-OTH - Materials Div	40040001	10024	04100				
17	AMT_MGSE4	Misc - HMO - OTH-Research Coun	A	AMT	AMT_HMOOTH	MG&SEMGS31	Misc - HMO - OTH - R Council	4009060	10029	04100	11000010			
18	AMT_PROJE079	Partic-CON-CCT-Culp Spec AcDGP	A	AMT	AMT_CONCCT	PROJEPRO79	Partic-CON-CCT- CULP-SpecAcDGP	40042011	17000	09500				
19	AMT_PROJE1	Partic - HMO - CCT - Bristol	A	AMT	AMT_HMOOCT	PROJEHMO01	Partic - HMO - CCT/OTH-Bristol	4009060	11000	04100				
20	AMT_PROJE10	Partic - HMO - STA - Bristol	A	AMT	AMT_HMOSTA	PROJEHMO10	Partic - HMO - STA - Bristol	5014110	11000	04100		60400403		



Detail Project Expenditures Query (V_PA_PRJ_EXPEND_DTL)

REVISED: 9/1/2026

DESCRIPTION:

This query displays detail Project Expenditures at the Journal level. The query can be used to track and monitor Project Expenditures including allowable and unallowable Expenditures and to review Project Expenditures during the final billing process of a Project.

NAVIGATION PATHS:

Query Viewer > V_PA_PRJ_EXPEND_DTL

Projects WorkCenter > Queries > Project Queries > Detail Project Expenditures

Projects WorkCenter > Links > Other Links > Query Viewer > V_PA_PRJ_EXPEND_DTL

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_PRJ_EXPEND_DTL

INPUT / SEARCH CRITERIA:

Business Unit

Project

Activity Type (% for all)

Accounting Period (% for All)

Fiscal Year (% for all)

Allowable \ Unallowable \ %

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Detail Project Expenditures Query Page

V_PA_PRJ_EXPEND_DTL - Detail Project Expenditures

Business Unit50100

Project0000095952

Activity Type (% for all)%

Accounting Period (% For All)%

Fiscal Year (% for all)2019

Allowable \ Unallowable \ %%

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (77 kb)

View All

First 1-100 of 122Last

Row	Business Unit	Journal ID	Journal Date	Journal Line	Journal Line Reference	Journal Line Source	User ID	Fiscal Year	Accounting Period	Project	Phase	Activity	Account	Account Description	Fund	Program	Department	FIPS	Task	Route	Agency Use 1	Asset	Voucher	Supplier Name	Monetary Amount
1	50100	0001135257	02/20/2019	41		NVS		2019	8	0000095952	9104	735	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143					00029		3.10
2	50100	0001135257	02/20/2019	50		NVS		2019	8	0000095952	9104	735	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143					00029		2.82
3	50100	ALC0000007	09/30/2018	12908		ALO		2019	3	0000095952	9104	635	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143		00029					2.82
4	50100	0001135257	02/20/2019	32		NVS		2019	8	0000095952	9104	64213	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143							-163.29
5	50100	0001135257	02/20/2019	10		NVS		2019	8	0000095952	9104	635	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143					00029		-2.82
6	50100	0001135257	02/20/2019	63		NVS		2019	8	0000095952	9104	74213	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143							82.24
7	50100	ALC0000007	08/31/2018	12964		ALO		2019	2	0000095952	9104	64213	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143							82.24
8	50100	ALC0000007	07/31/2018	15060		ALO		2019	1	0000095952	9104	64213	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143							163.29
9	50100	0001135257	02/20/2019	23		NVS		2019	8	0000095952	9104	64213	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143							-82.24
10	50100	ALC0000007	10/31/2018	13655		ALO		2019	4	0000095952	9104	635	5011110	Employer Retire Contrb-Def Ben	04720	603023	13014	143		00029					3.10



Distribution Codes Query (V_PA_DISTRBUTION_CODES)

REVISED: 9/1/2026

DESCRIPTION:

This query identifies all of the Distribution Codes in Cardinal. The results can be used to identify if new Distribution Codes need to be defined and to identify which Products to use when creating Rate-Based, Amount-Based, and Recurring Products.

NAVIGATION PATHS:

Query Viewer > V_PA_DISTRBUTION_CODES

Projects WorkCenter > Queries > Project Queries > Distribution Codes

Projects WorkCenter > Links > Other Links > Query Viewer > V_PA_DISTRBUTION_CODES

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_DISTRBUTION_CODES

INPUT / SEARCH CRITERIA:

Set ID

Account (% for all)

Fund (% for all)

Dept Id (% for all)

Cost Center (% for all)

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Distribution Codes Query Page

V_PA_DISTRBUTION_CODES - Distribution Codes

SetID0100

Account (% for all)%

Fund (% for all)04720

Dept Id (% for all)%

Cost Center (% for all)%

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (31 kb)

View All

First 1-100 of 101Last

Row	Distribution Code	Effective Date	Effective Status	Long Description	Short Description	Account	Dept ID	Task	Fund	Cost Center	Program	Project	Activity
1	ADVANADCN1	01/01/1901	A	Prepaid - CON - CCT	ADVANADCN1	24042011	99999		04720				
2	ADVANADCN2	01/02/1901	A	Prepaid - CON - STA	ADVANADCN2	2403007	99999		04720				
3	ADVANADCN3	01/01/1901	A	Prepaid - CON - OTH	ADVANADCN3	24042011	99999		04720				
4	ADVANADCN4	01/01/1901	A	Prepaid - Coal Severance - CCT	ADVANADCN4	24042012	11000		04720				
5	ADVANADCN5	01/01/1901	A	Prepaid - CON - STA - 99999	ADVANADCN5	2403007	99999		04720				
6	ADVANADPSP	01/01/1901	A	Prepaid - Private Sectr - CON	ADVANADPSP	240400	99999		04720				
7	ADVANCON34	07/01/2016	A	Prepaid - CON - STA	ADVANCON34	4003007	10030		04720				
8	ADVANCON35	07/01/2016	A	Prepaid - CON - OTH	ADVANCON35	4003007	10055		04720				
9	AMT_CONCCT	01/01/1901	A	UAR - Amt - Constr Cty Co Twn	AMT_CONCCT	112062	99999		04720				
10	AMT_CONOTH	01/01/1901	A	UAR - Amt - Constr Other	AMT_CONOTH	112064	99999		04720				



Expenditure and Billing Data for Bill Adjustment Query (V_PA_BI_ADJUST_LTD_DATA)

REVISED: 9/1/2026

DESCRIPTION:

This query displays the Life-to-Date Billed Amount and Life-to-Date Billed Expenditure Amount data needed to create billing adjustments when participation rates change.

NAVIGATION PATHS:

Query Viewer > V_PA_BI_ADJUST_LTD_DATA

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_BI_ADJUST_LTD_DATA

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_BI_ADJUST_LTD_DATA

INPUT / SEARCH CRITERIA:

Contract Number

Business Unit

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Expenditure and Billing Data for Bill Adjustment Query Page

V_PA_BI_ADJUST_LTD_DATA - EXP and BIL Data for Bill Adj											
Contract Number 3604017 x											
Business Unit 50100											
View Results											
Download results in : Excel Spreadsheet CSV Text File XML File (15 kb)											
View All											
										First 1-50 of 50 Last	
Row	Contract Number	Contract Line Number	Project ID	Activity ID	Fund Code	Program	Source Type	Rate Set	Amount Type	Amount	
1	3604017		1 0000050029	631	04720	603004		N/A	BILLED EXPENDITURE AMT	9369295.97	
2	3604017		1 0000050029	631	04720	603004	L050	FED_L050_80	BILLED AMT	3793501.91	
3	3604017		1 0000050029	631	04720	603004	L05E	FED_L05E_80	BILLED AMT	788149.49	
4	3604017		1 0000050029	631	04720	603004	L240	FED_L240_80	BILLED AMT	1981836.54	
5	3604017		1 0000050029	631	04720	603004	L24E	FED_L24E_80	BILLED AMT	116477.40	
6	3604017		1 0000050029	636	04720	603004		N/A	BILLED EXPENDITURE AMT	1055.95	
7	3604017		1 0000050029	636	04720	603004	L050	FED_L050_80	BILLED AMT	479.73	
8	3604017		1 0000050029	636	04720	603004	L05E	FED_L05E_80	BILLED AMT	99.67	
9	3604017		1 0000050029	636	04720	603004	L240	FED_L240_80	BILLED AMT	250.63	
10	3604017		1 0000050029	636	04720	603004	L24E	FED_L24E_80	BILLED AMT	14.73	
11	3604017		1 0000050029	637	04720	603004		N/A	BILLED EXPENDITURE AMT	8664.05	
12	3604017		1 0000050029	637	04720	603004	L050	FED_L050_80	BILLED AMT	3936.15	
13	3604017		1 0000050029	637	04720	603004	L05E	FED_L05E_80	BILLED AMT	817.81	
14	3604017		1 0000050029	637	04720	603004	L240	FED_L240_80	BILLED AMT	2056.42	
15	3604017		1 0000050029	637	04720	603004	L24E	FED_L24E_80	BILLED AMT	120.86	
16	3604017		1 0000050029	641	04720	603004		N/A	BILLED EXPENDITURE AMT	20461.66	
17	3604017		1 0000050029	641	04720	603004	L050	FED_L050_80	BILLED AMT	9295.92	
18	3604017		1 0000050029	641	04720	603004	L05E	FED_L05E_80	BILLED AMT	1931.40	



Federal Billings by Project Category Query (V_PA_FED_BIL_BY_PROJ_CATEGORY)

REVISED: 9/1/2026

DESCRIPTION:

This query displays federal billings for a specified Program and Reporting Category. The query provides the Life-to-Date Total Billed Amount for all Projects for the designated criteria and date range.

NAVIGATION PATHS:

Query Viewer > V_PA_FED_BIL_BY_PROJ_CATEGORY

Projects WorkCenter > Links > Other Links > Query Viewer > V_PA_FED_BIL_BY_PROJ_CATEGORY

NavBar > Menu > Reporting Tools > Query > Query Viewer >

V_PA_FED_BIL_BY_PROJ_CATEGORY

INPUT / SEARCH CRITERIA:

Business Unit

Program (Ex: 6040% or 604001)

From Date

To Date

Reporting Category

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Federal Billings by Project Category Query Page

V_PA_FED_BIL_BY_PROJ_CATEGORY - Fed Billings by Proj Category

Business Unit

Program (Ex: 6040% or 604001)

From Date

To Date

Reporting Category

[View Results](#)

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (1 kb)

[View All](#) First 1-3 of 3 Last

Row	Project ID	Contract Number	Department	Contract Status	Fund Code	Program	Total Billed Amount	District	Rpt Category
1	0000083536	TS05220	15093	Active	04100	604004	0.000	15	BRDG
2	0000089300	PM06229	16016	Active	04100	604002	-9996.030	16	BRDG
3	0000108125	NBIS201	15003	Active	04100	604003	30002.070	15	BRDG



Federal Contracts with No Project Query (V_PA_CONTR_NO_PRJ)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Contract Lines with amounts but without Project ID/Activity ID combinations.

NAVIGATION PATHS:

Query Viewer > V_PA_CONTR_NO_PRJ

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CONTR_NO_PRJ

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CONTR_NO_PRJ

INPUT / SEARCH CRITERIA:

Business Unit

OUTPUT FORMAT:

HTML
Excel
CSV

ADDITIONAL INFORMATION:

A Contract cannot have the same Project ID / Activity ID combination on multiple Lines. When a Contract Line is expended, the Project and Activity may need to be assigned to another Line on the Contract.

Screenshot of the Federal Contracts with No Project Query Page

V_PA_CONTR_NO_PRJ - Federal Contracts with No Proj								
Business Unit 50100								
View Results								
Download results in : Excel Spreadsheet CSV Text File XML File (12 kb)								
View All First 1-47 of 47 Last								
Row	Business Unit	Contract Number	Contract Status	Line Num	Transaction Identifier	Description	Limit Amount	Processed Amount
1	50100	000S321	ACTIVE	4	0AW0	ADVANCED CONSTRUCTION	1162500.55	0.00
2	50100	0327032	ACTIVE	3	0AW0	ADVANCED CONSTRUCTION	3411368.49	0.00
3	50100	0526104	ACTIVE	2	19A0	FY92 and Subsequent PL Funds	15047.00	0.12
4	50100	0526104	ACTIVE	2	F150	FEDERAL LAND HIGHWAY DIVISION	7784.00	0.00
5	50100	0526104	ACTIVE	2	4150	FEDERAL LANDS HIGHWAY DIVISION	151837.00	139759.00
6	50100	0643479	ACTIVE	5	0AW0	ADVANCED CONSTRUCTION	18784623.12	0.00
7	50100	0661341	ACTIVE	4	0AW0	ADVANCED CONSTRUCTION	7189363.12	0.00
8	50100	0661356	ACTIVE	5	0AW0	ADVANCED CONSTRUCTION	12844826.44	0.00
9	50100	0813148	FIRE - CLOSED	1	Q050	NHS - STEA	8502.00	0.00
10	50100	0896109	ACTIVE	1	0AW0	ADVANCED CONSTRUCTION	4023025.19	0.00
11	50100	0951364	ACTIVE	3	0AW0	ADVANCED CONSTRUCTION	3766767.00	0.00
12	50100	5104166	ACTIVE	1	Z001	NATIONAL HIGHWAY PERF FAST	1431980.15	0.00
13	50100	5111235	ACTIVE	7	0AW0	ADVANCED CONSTRUCTION	11545082.40	0.00
14	50100	5118209	ACTIVE	4	0AW0	ADVANCED CONSTRUCTION	7299549.85	0.00
15	50100	5118235	ACTIVE	4	0AW0	ADVANCED CONSTRUCTION	1755376.92	0.00
16	50100	5403980	ACTIVE	3	0AW0	ADVANCED CONSTRUCTION	29318702.14	0.00
17	50100	5A01181	ACTIVE	5	0AW0	ADVANCED CONSTRUCTION	4422893.58	0.00
18	50100	5A01470	ACTIVE	1	15F0	Federal Lands Reimbursable Agr	53900000.00	0.00



Federal Expenditure Reclass Report Query (V_PA_FED_EXP_RECLASS)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Federal Expenditures related to a Federal Reimbursement received so that those Expenditures may be moved to the Federal Fund. The query can be used for creating Journal Entries to move the Expenditures from Construction to the Federal Fund.

NAVIGATION PATHS:

Query Viewer > V_PA_FED_EXP_RECLASS

Contracts WorkCenter > Queries > Contract Queries > Federal Exp Reclass Report

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_FED_EXP_RECLASS

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_FED_EXP_RECLASS

INPUT / SEARCH CRITERIA:

Invoice From

Invoice To

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Federal Expenditure Reclass Report Query Page

V_PA_FED_EXP_RECLASS - Federal Exp Reclass Report									
Invoice From FED000001 x Q									
Invoice To FED000012 Q									
View Results									
Download results in : Excel Spreadsheet CSV Text File XML File (10506 kb)									
View All First 1-100 of 43058 P Last									
Row	Invoice	Project ID	CFDA Number	Fund	Program	Revenue Fund	Accounting Date	Billing Date	Summation of Resource Amount
1	FED000003	0000014677		0 04720	603003	04010	09/07/2006	12/14/2011	-17239880.21
2	FED000002	0000011594	20205	04720	603004	04010	02/28/1995	12/14/2011	-10236701.07
3	FED000003	0000018205		0 04720	603004	04010	01/27/2009	12/14/2011	-10213591.72
4	FED000003	0000017761	20205	04720	603003	04010	10/13/2006	12/14/2011	-6711670.26
5	FED000003	0000014691		0 04720	603004	04010	05/01/2009	12/14/2011	-6240000.00
6	FED000004	0000089486		0 04720	603003	04010	08/03/2010	12/14/2011	-5756248.80
7	FED000005	0000016389		0 04720	603003	04010	11/21/2011	12/14/2011	-5514690.98
8	FED000001	0000093528		0 04010			12/14/2011	12/14/2011	-5250000.00
9	FED000004	0000068805	20205	04720	603004	04010	08/25/2010	12/14/2011	-4797482.88
10	FED000004	0000011267		0 04720	603006	04010	09/07/2010	12/14/2011	-4191261.50
11	FED000002	0000015292		0 07601	6031200	04010	06/30/2000	12/14/2011	-3983998.27
12	FED000004	0000052326	20205	04720	603003	04010	12/19/2009	12/14/2011	-3605600.00
13	FED000005	0000009843	20205	04720	603004	04010	11/21/2011	12/14/2011	-3272308.39
14	FED000004	0000068805	20205	04720	603004	04010	02/28/2011	12/14/2011	-3117954.53
15	FED000003	0000072295	20205	04720	603002	04010	10/29/2008	12/14/2011	-2878350.74
16	FED000002	0000011594	20205	04720	603004	04010	01/31/1996	12/14/2011	-2852512.45
17	FED000003	0000052282		0 04720	603003	04010	09/26/2007	12/14/2011	-2833839.76
18	FED000002	0000018156		0 04720	603004	04010	08/02/2005	12/14/2011	-2654603.27



Federal Lands on TMP Bill Query (V_PA_FEDERAL_LANDS_ON_TMP_BILL)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Federal Land Contracts on the Federal Bill and can be used to determine if there are Federal Land Contracts on a Federal Bill.

NAVIGATION PATHS:

Query Viewer > V_PA_FEDERAL_LANDS_ON_TMP_BILL

Contracts WorkCenter > Queries > Contract Queries > Federal Lands on TMP Bill

Contracts WorkCenter > Links > Other Links > Query Viewer >

V_PA_FEDERAL_LANDS_ON_TMP_BILL

NavBar > Menu > Reporting Tools > Query > Query Viewer >

V_PA_FEDERAL_LANDS_ON_TMP_BILL

INPUT / SEARCH CRITERIA:

Business Unit

Invoice

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Federal Lands on TMP Bill Query Page

V_PA_FEDERAL_LANDS_ON_TMP_BILL - Federal Lands on TMP Bill					
Business Unit 50100					
Invoice TMP001172 Q					
View Results					
Download results in: Excel Spreadsheet CSV Text File XML File (1 kb)					
View All First 1-4 of 4 Last					
	Business Unit	Invoice	Contract	Source Type	Sum Net
1	50100	TMP001172	0251060	F150	0.00
2	50100	TMP001172	FLAP004	G200	0.00
3	50100	TMP001172	FLAP006	G200	124.30
4	50100	TMP001172	FLAP013	G200	86.40



Federal Subrecipient Monitor Query (V_PA_SUB_RECP_MONITOR)

REVISED: 9/1/2026

DESCRIPTION:

This query displays information used for Federal Subrecipient Monitoring per Federal requirements and Auditor of Public Accounts (APA) audits.

NAVIGATION PATHS:

Query Viewer > V_PA_SUB_RECP_MONITOR

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_SUB_RECP_MONITOR

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_SUB_RECP_MONITOR

INPUT / SEARCH CRITERIA:

BUSINESS UNIT

FISCAL YEAR

ACCOUNTING_PERIOD – FROM

ACCOUNTING_PERIOD – TO

ACCOUNT 1

ACCOUNT 2

ACCOUNT 3

ACCOUNT 4

ACCOUNT 5

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Federal Subrecipient Monitor Query Page

V_PA_SUB_RECP_MONITOR - Federal Subrecipient Monitor

BUSINESS UNIT

50100

FISCAL YEAR

2020

ACCOUNTING_PERIOD - FROM

1

ACCOUNTING_PERIOD - TO

1

ACCOUNT 1

5014310

ACCOUNT 2

ACCOUNT 3

ACCOUNT 4

ACCOUNT 5

View Results

Download results in :

Excel Spreadsheet

CSV Text File

XML File (207 kb)

View All

First 1-100 of 258

Last

Row	Business Unit	Customer	Voucher	Year	Period	Supplier	Supplier	Class	Account	Project	Activity	CFDA Number	Contract	Analysis Type	Journal ID	Descr	Rate	Bill Dt	Exp_Amount	Processed_Amount	Date	Invoice	Payment Date	EDI Payment Reference	Payment Amount
1	50100	0000055002	01025938	2020		1	0000053203 Nelson County Board Of Supervisors	R	5014310	0000106560	631	20205	0623135	BLD	AP01253563	LOCALITY REQUEST	80%	07/02/2019	744135.00	595308.00	05/06/2019	106560REQ1			0.00
2	50100	0000055002	01025938	2020		1	0000053203 Nelson County Board Of Supervisors	R	5014310	0000106560	64201	20205	0623135	BLD	AP01253563	LOCALITY REQUEST	80%	07/02/2019	50651.16	40520.93	05/06/2019	106560REQ1			0.00
3	50100		01025938	2020		1	0000053203 Nelson County Board Of Supervisors	R					0						0.00	0.00	05/06/2019	106560REQ1	07/01/2019	81134520	792482.84
4	50100	0000055002	01025952	2020		1	0000046248 Hanover County Community Services	L	5014310	0000103014	64215	20205	5A27524	BIL	AP01254558	Expense Distribution	80%		1788.11	1430.49	04/30/2019	2019048376			0.00
5	50100		01025952	2020		1	0000046248 Hanover County Community Services	L					0						0.00	0.00	04/30/2019	2019048376	07/02/2019	81135428	1788.11
6	50100	0000055002	01025957	2020		1	0000055186 CHESTERFIELD COUNTY	L	5014310	0000106201	631	20205	5A27526	BLD	AP01254558	Expense Distribution	80%	07/02/2019	130035.00	104028.00	05/09/2019	AR064536			0.00
7	50100		01025957	2020		1	0000055186 CHESTERFIELD COUNTY	L					0						0.00	0.00	05/09/2019	AR064536	07/02/2019	81135459	129679.61
8	50100	0000055002	01025959	2020		1	0000055186 CHESTERFIELD COUNTY	L	5014310	0000101020	616	20205	5A27149	OLT	AP01254558	Expense Distribution	80%		100644.57	80515.66	06/04/2019	AR064692			0.00
9	50100		01025959	2020		1	0000055186 CHESTERFIELD COUNTY	L					0						0.00	0.00	06/04/2019	AR064692	07/02/2019	81135459	100644.57
10	50100	0000055002	01025960	2020		1	0000055186 CHESTERFIELD COUNTY	L	5014310	0000104886	616	20205	5A27536	BLD	AP01254558	Expense Distribution	80%	07/02/2019	1431.40	1145.12	06/04/2019	AR064703			0.00
11	50100		01025960	2020		1	0000055186 CHESTERFIELD COUNTY	L					0						0.00	0.00	06/04/2019	AR064703	07/02/2019	81135459	1431.40
12	50100	0000055002	01025965	2020		1	0000058371 Buchanan County Virginia	L	5014310	0000106446	631	20205	0131080	BLD	AP01253563	Expense Distribution	80%	07/02/2019	111844.20	89475.36	04/14/2019	10644614			0.00
13	50100		01025965	2020		1	0000058371 Buchanan County Virginia	L					0						0.00	0.00	04/14/2019	10644614	07/01/2019	81134535	111552.66
14	50100	0000055002	01025978	2020		1	0000055186 CHESTERFIELD COUNTY	L	5014310	0000104890	616	20205	5A27489	BLD	AP01254558	Expense Distribution	80%	07/02/2019	6704.64	5363.71	06/04/2019	AR064693			0.00

Note: Users can enter one account or up to five accounts for this query. In this example, only one account was entered.



Non-Federal Active Contract Summary by District Query (V_PA_CA_SUM_FIN_ACTIVITY)

REVISED: 9/1/2026

DESCRIPTION:

This query provides a summary of billed and collected amounts on active, Non-Federal Contracts, categorized by District. The information includes the Business Unit, District, District Name, Project, Contract Number, Contract Description, Contract Status, Customer, Customer Name, Total Billed Amount, Total Collected Amount, and Prepaid Amount Utilized.

NAVIGATION PATHS:

Query Viewer > V_PA_CA_SUM_FIN_ACTIVITY

Contracts WorkCenter > Queries > Contract Queries > Non-Fed Active Cntrct by Dist

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_CA_SUM_FIN_ACTIVITY

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_CA_SUM_FIN_ACTIVITY

INPUT / SEARCH CRITERIA:

Business Unit

District (Leave <blank> for All values)

Project ID (Leave <blank> for All values)

Contract Number (Leave <blank> for All values)

As of Date

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Non-Federal Active Contract Summary by District Query Page

V_PA_CA_SUM_FIN_ACTIVITY - Non-Fed Active Cntrct by Dist

*Business Unit50100

District (Blank for All)

Project (Blank for All)

Contract (Blank for All)

As Of Date

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (257 kb)

View All

First 1-100 of 461Last

Row	Business Unit	District	District Name	Project	Contract Num	Contract Description	Contract Status	Customer	Customer Name	Total Billed Amount	Collected Amount	Prepaid Amount Utilized
1	50100	10000	All Central Office Orgs	0000089950	0000001673	Bridge Inspection	A	0000003384	CITY OF RICHMOND	203222.000	203222.000	0.000
2	50100	10000	All Central Office Orgs	0000105825	0000001628	Fabricate 40 sign sheet panels	A	0000010013	AASHTO	203709.810	203709.810	227001.890
3	50100	10000	All Central Office Orgs	0000109885	0000002190	Photo Control on S-Line	A	0000162005	VIRGINIA PASSENGER RAIL AUTHORITY	245697.370	245697.370	0.000
4	50100	10000	All Central Office Orgs	0000110327	0000001965	NCHRP 1-98 Macrotecture Measur	A	0000135057	VIRGINIA TECH	3486.080	3486.080	0.000
5	50100	10000	All Central Office Orgs	0000111463	0000001849	NCHRP 09-62 Test Asphalt Pavmt	A	0000149080	The National Academies of Sciences	960057.970	960057.970	0.000
6	50100	10000	All Central Office Orgs	0000114537	0000001946	Reimburse Hotel & Meal Expense	A	0000141960	VA COMMERCIAL SPACE FLIGHT AUTHORITY	3049.160	3049.160	0.000
7	50100	10000	All Central Office Orgs	0000116366	0000002018	Financial Services For DRPT	A	0000132472	DEPARTMENT OF RAIL AND TRANSPORTATION	550.000	550.000	0.000
8	50100	10000	All Central Office Orgs	0000116561	0000002106	Pavement Data Collection	A	0000003379	TOWN OF PURCELLVILLE	19724.750	19724.750	0.000
9	50100	10000	All Central Office Orgs	0000116785	0000002039	Fiber Optic Resource Agr	A	0000156758	Middle Mile Infrastructure, LLC	1688476.000	1688476.000	0.000
10	50100	10000	All Central Office Orgs	0000116785	0000002078	Fiber Optic Network Services	A	0000159267	ACMS Networking Services LLC	0.000	0.000	0.000
11	50100	10000	All Central Office Orgs	0000118553	0000002164	NCHRP 10-05 Traffic Speed Defl	A	0000135057	VIRGINIA TECH	21607.810	21607.810	0.000
12	50100	10000	All Central Office Orgs	0000123011	0000002294	NAPA - Feasibility of Cold Cent	A	0000166066	The Regents of University California	2563.010	2563.010	0.000
13	50100	10000	All Central Office Orgs	0000123773	0000002232	Project 245 Simple Rapid Tes	A	0000149080	The National Academies of Sciences	131250.000	122500.000	0.000
14	50100	10000	All Central Office Orgs	0000124813	0000002296	Investigation of Dual Grade/Hy	A	0000170712	NC Department of Transportation	48244.540	48244.540	0.000
15	50100	10000	All Central Office Orgs	0000124841	0000002297	Development and Deployment of	A	0000170714	University of Nevada, Reno	19939.770	19939.770	0.000
16	50100	10000	All Central Office Orgs	0000125067	0000002330	Pooled Fund Study - TPF-5(518)	A	0000135946	EASTERN FEDERAL LANDS HIGHWAY DIVISION	224700.000	83150.000	0.000
17	50100	10000	All Central Office Orgs	0000127147	0000002368	RC2G Aging Effects on BMD/QA	A	0000173741	TEXAS A&M TRANSPORTATION INSTITUTE	1169.280	1169.280	0.000
18	50100	911000	Bristol District Wide	0000015785	0000001429	Pepper's Ferry to Lithia	A	0000003459	TOWN OF WYTHEVILLE	60063.660	60063.660	0.000
19	50100	911000	Bristol District Wide	0000017639	0000002204	Front St Bridge Replacement	A	0000003382	TOWN OF RICHLANDS	192.940	192.940	0.000
20	50100	911000	Bristol District Wide	0000017817	0000002072	Widen RT 23 to four lanes	A	0000012977	TOWN OF WISE	26408.310	26408.310	0.000



Project Expenditures and Transfers Query (V_PA_PROJ_EXP_AND_TRANSFERS)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Project Expenditures and transfers for a given Activity Type within the specified accounting dates.

NAVIGATION PATHS:

Query Viewer > V_PA_PROJ_EXP_AND_TRANSFERS

Projects WorkCenter > Queries > Project Queries > Project Exp and Transfers

Projects WorkCenter > Links > Other Links > Query Viewer > V_PA_PROJ_EXP_AND_TRANSFERS

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_PROJ_EXP_AND_TRANSFERS

INPUT / SEARCH CRITERIA:

Business Unit (% for all)

Activity Type (% for all)

Fund (% for all)

Project (% for all)

Fiscal Year

Accounting Period From

Accounting Period To

Project Category (% for all)

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Project Expenditures and Transfers Query Page

V_PA_PROJ_EXP_AND_TRANSFERS - Project Exp and Transfers																			
Business Unit (% for all) 50100 Activity Type (% for all) 9102 Fund (% for all) 04720 Project (% for all) %54 Fiscal Year 2019 Accounting Period From 1 Accounting Period To 1 Project Category (% for all) % View Results Download results in : Excel Spreadsheet CSV Text File XML File (35 kb) View All																			
Row	Project	Activity ID	Activity Type	Fiscal Year	Accounting Period	Fund	Account	Program	Department	Journal ID	Journal Date	Accounting Date	System Source	Voucher	Supplier ID	Supplier Name	Supplier Class	Contract	BU Amount
1	0000000954	653	9102	2019		1	04720 5012430	603023	13014	AP00958155	07/19/2018	07/16/2018	GAP	00898901	0000053809	DANIEL MEDLEY & KIRBY PC	Supplier	5108150	295.00
2	0000000954	653	9102	2019		1	04720 5012430	603023	13014	PC00958235	07/19/2018	07/16/2018	GPC	00898901	0000053809	DANIEL MEDLEY & KIRBY PC	Supplier	5108150	-80.41
3	0000000954	653	9102	2019		1	04720 5012430	603024	13014	PC00958235	07/19/2018	07/16/2018	GPC	00898901	0000053809	DANIEL MEDLEY & KIRBY PC	Supplier	5108150	80.41
4	0000000954	678	9102	2019		1	04720 5011140	603023	13014	ALC00000005	07/31/2018	07/31/2018	ALO					5108150	2.68
5	0000000954	678	9102	2019		1	04720 5011150	603023	13014	ALC00000006	07/31/2018	07/31/2018	ALO					5108150	49.50
6	0000000954	678	9102	2019		1	04720 5011110	603023	13014	ALC00000007	07/31/2018	07/31/2018	ALO					5108150	32.26
7	0000000954	678	9102	2019		1	04720 5011120	603023	13014	ALC00000009	07/31/2018	07/31/2018	ALO					5108150	15.01
8	0000000954	678	9102	2019		1	04720 5011230	603023	13014	TE00964891	07/30/2018	07/30/2018	GHR					5108150	202.88
9	0000000954	678	9102	2019		1	04720 50112301	603023	13014	ALC00000004	07/31/2018	07/31/2018	ALO					5108150	6.98
10	0000000954	678	9102	2019		1	04720 50112301	603023	13014	ALC00000001	07/31/2018	07/31/2018	ALO					5108150	22.44
11	0000000954	678	9102	2019		1	04720 50112301	603023	13014	ALC00000002	07/31/2018	07/31/2018	ALO					5108150	21.65
12	0000000954	678	9102	2019		1	04720 50112301	603023	13014	ALC00000003	07/31/2018	07/31/2018	ALO					5108150	30.43
13	0000004554	659	9102	2019		1	04720 5011110	603023	12002	ALC00000007	07/31/2018	07/31/2018	ALO					0772119	17.15
14	0000004554	659	9102	2019		1	04720 5011120	603023	12002	ALC00000009	07/31/2018	07/31/2018	ALO					0772119	7.98
15	0000004554	659	9102	2019		1	04720 5011140	603023	12002	ALC00000005	07/31/2018	07/31/2018	ALO					0772119	1.42



Project Expenditures by Fund Query (V_PA_PROJ_EXPENDITURE_BY_FUND)

REVISED: 9/1/2026

DESCRIPTION:

This query displays detail Project Expenditures by Fund.

NAVIGATION PATHS:

Query Viewer > V_PA_PROJ_EXPENDITURE_BY_FUND

Projects WorkCenter > Queries > Project Queries > Project Expenditures by Fund

Projects WorkCenter > Links > Other Links > Query Viewer >

V_PA_PROJ_EXPENDITURE_BY_FUND

NavBar > Menu > Reporting Tools > Query > Query Viewer >

V_PA_PROJ_EXPENDITURE_BY_FUND

INPUT / SEARCH CRITERIA:

Business Unit

Fiscal Year

Fund (if inactive, type value)

Accounting Period From

Accounting Period To

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Project Expenditures by Fund Query Page

V_PA_PROJ_EXPENDITURE_BY_FUND - Project Expenditures by Fund

Business Unit

Fiscal Year

Fund (if inactive, type value)

Accounting Period From

Accounting Period To

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (1 kb)

View All First 1-1 of 1 Last

Row	Business Unit	Fiscal Year	Accounting Period	Fund Code	Project ID	Amount	Activity Type	Program
1	50100	2019		2 04312	0000105514	185000.00	9109	603023



Project Expense by Report Category Query (V_PA_PROJ_BY_PROJ_CATEGORY_SUM)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Project Expenditures for a specified Reporting Category such as "PRDG" or "MFED". The query can be used to review and monitor Project Expenditures. The query can also assist users with identifying any Project Expenditures, by Reporting Category, that need to be deleted.

NAVIGATION PATHS:

Query Viewer > V_PA_PROJ_BY_PROJ_CATEGORY_SUM

Projects WorkCenter > Queries > Project Queries > Proj Exp by Report Category

Projects WorkCenter > Links > Other Links > Query Viewer >

V_PA_PROJ_BY_PROJ_CATEGORY_SUM

NavBar > Menu > Reporting Tools > Query > Query Viewer >

V_PA_PROJ_BY_PROJ_CATEGORY_SUM

INPUT / SEARCH CRITERIA:

PC Business Unit

Fiscal Year

Accounting Period From

Accounting Period To

Reporting Category

Activity Type (% for all)

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Project Expense by Report Category Query Page

V_PA_PROJ_BY_PROJ_CATEGORY_SUM - Proj Exp by Report Category										
PC Business Unit 50100										
Fiscal Year 2019										
Accounting Period From 1										
Accounting Period To 2										
Reporting Category BRDG										
Activity Type (% for all)										
View Results										
Download results in : Excel Spreadsheet CSV Text File XML File (273 kb)										
View All First 1-100 of 1365 Last										
Row	Business Unit	Fiscal Year	Accounting Period	Reporting Category	Project ID	Fund Code	Program	Department ID	Monetary Amount	
1	50100	2019	1	BRDG	0000000673	04720	603023	12018	24146.55	
2	50100	2019	1	BRDG	0000000688	04720	603023	12016	642.04	
3	50100	2019	1	BRDG	0000000688	04720	603024	12016	1740.53	
4	50100	2019	1	BRDG	0000000954	04720	603024	13014	80.41	
5	50100	2019	1	BRDG	0000000954	04720	603023	13014	598.42	
6	50100	2019	1	BRDG	0000001436	04720	603023	14008	478.57	
7	50100	2019	1	BRDG	0000001436	04720	603024	14008	37171.51	
8	50100	2019	1	BRDG	0000001765	04720	603023	15009	1162745.69	
9	50100	2019	1	BRDG	0000001765	04720	603024	15009	300254.20	
10	50100	2019	1	BRDG	0000001896	04720	603024	15002	20.80	
11	50100	2019	1	BRDG	0000001896	04720	603023	15002	109.53	
12	50100	2019	1	BRDG	0000002257	04720	603023	16012	1419.11	
13	50100	2019	1	BRDG	0000002257	04720	603024	16012	2387.36	
14	50100	2019	1	BRDG	0000004483	04720	603023	15000	8618.64	
15	50100	2019	1	BRDG	0000004483	04720	603024	15000	392.23	
16	50100	2019	1	BRDG	0000004554	04720	603023	12002	150.76	
17	50100	2019	1	BRDG	0000004554	04720	603024	12002	53.26	



Project Payroll Expenditures Query (V_PA_PROJ_PAYROLL_EXPENDITURES)

REVISED: 9/1/2026

DESCRIPTION:

This query provides the ability to track payroll between transaction dates for specific Project Activities.

NAVIGATION PATHS:

Query Viewer > V_PA_PROJ_PAYROLL_EXPENDITURES

Projects WorkCenter > Queries > Project Queries > Project Payroll Expenditures

Projects WorkCenter > Links > Other Links > Query Viewer >

V_PA_PROJ_PAYROLL_EXPENDITURES

NavBar > Menu > Reporting Tools > Query > Query Viewer >

V_PA_PROJ_PAYROLL_EXPENDITURES

INPUT / SEARCH CRITERIA:

Business Unit (% for all)

Fund (% for all)

Activity Type (% for all)

Project Category (% for all)

Project ID (% for all)

Fiscal Year

From Accounting Period

To Accounting Period

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Project Payroll Expenditures Query Page

V_PA_PROJ_PAYROLL_EXPENDITURES - Project Payroll Expenditures

Business Unit (% for all)50100

Fund (% for all)04720

Activity Type (% for all)9102

Project Category (% for all)%

Project ID (% for all)0000000709

Fiscal Year2019

From Accounting Period1

To Accounting Period12

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (8 kb)

View All

First 1-16 of 16 Last

Row	Project ID	Activity Type	Activity ID	Program	Dept ID	Fund	Journal ID	Journal Date	Fiscal Year	Period	Employee ID	Employee Name	Resource Quantity	Contract	Resource Amount
1	0000000709	9102	678	603024	12016	04720	TE00943160	07/02/2018	2019	1		DOE, JOHN	5.00		185.96
2	0000000709	9102	678	603024	12016	04720	TE00964891	07/30/2018	2019	1		DOE, JOHN	4.00		135.25
3	0000000709	9102	678	603024	12016	04720	TE01031731	10/15/2018	2019	4		DOE, JOHN	3.00		101.43
4	0000000709	9102	678	603024	12016	04720	TE01044679	10/30/2018	2019	4		DOE, JOHN	3.00		101.44
5	0000000709	9102	678	603024	12016	04720	TE01059933	11/15/2018	2019	5		DOE, JOHN	2.00		61.99
6	0000000709	9102	759	603024	12016	04720	TE01031731	10/15/2018	2019	4		DOE, JOHN	2.50		72.63
7	0000000709	9102	774	603024	12016	04720	TE00964891	07/30/2018	2019	1		DOE, JOHN	10.00		318.75
8	0000000709	9102	774	603024	12016	04720	TE00980740	08/15/2018	2019	2		DOE, JOHN	18.00		525.95
9	0000000709	9102	774	603024	12016	04720	TE00993652	08/30/2018	2019	2		DOE, JOHN	12.00		382.50
10	0000000709	9102	774	603024	12016	04720	TE01005434	09/13/2018	2019	3		DOE, JOHN	6.00		210.38
11	0000000709	9102	774	603024	12016	04720	TE01031731	10/15/2018	2019	4		DOE, JOHN	5.00		159.38
12	0000000709	9102	774	603024	12016	04720	TE01044679	10/30/2018	2019	4		DOE, JOHN	5.00		159.38
13	0000000709	9102	774	603024	12016	04720	TE01168544	03/29/2019	2019	9		DOE, JOHN	13.50		473.34
14	0000000709	9102	774	603024	12016	04720	TE01196115	04/30/2019	2019	10		DOE, JOHN	12.00		382.50
15	0000000709	9102	774	603024	12016	04720	TE01212960	05/16/2019	2019	11		DOE, JOHN	4.00		127.50
16	0000000709	9102	774	603024	12016	04720	TE01225435	05/31/2019	2019	11		DOE, JOHN	8.00		255.00



Project Phase Closing Query (V_PA_PHASE_CLOSING)

REVISED: 9/1/2026

DESCRIPTION:

This query displays a listing of Projects and Phases with end dates that are less than the current date so a user can manually update the activity status to "Inactive".

NAVIGATION PATHS:

Query Viewer > V_PA_PHASE_CLOSING

Projects WorkCenter > Queries > Project Queries > Project Phase Closing

Projects WorkCenter > Links > Other Links > Query Viewer > V_PA_PHASE_CLOSING

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_PHASE_CLOSING

INPUT / SEARCH CRITERIA:

Business Unit

End Date

Project Status

Activity Type

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Project Phase Closing Query Page

V_PA_PHASE_CLOSING - Project Phase Closing									
Business Unit 50100									
End Date 01/12/2019									
Project Status									
Activity Type									
View Results									
Download results in : Excel Spreadsheet CSV Text File XML File (467 kb)									
View All									
First 1-100 of 1558 Last									
Row	Project ID	Status	Activity Type	Responsible Org	Department	Description	Start Date	End Date	Project Manager
1	0000014019	B	9101			8005052560	06/30/1995	07/01/1995	DOE, JOHN
2	0000014019	B	9102			8005052560	06/30/1995	07/01/1995	DOE, JOHN
3	0000014019	B	9103			8005052560	06/30/1995	07/01/1995	DOE, JOHN
4	0000014019	B	9104			8005052560	06/30/1995	07/01/1995	DOE, JOHN
5	0000014020	B	9101			8012052560	06/30/1995	07/01/1995	DOE, JOHN
6	0000014020	B	9102			8012052560	06/30/1995	07/01/1995	DOE, JOHN
7	0000014020	B	9103			8012052560	06/30/1995	07/01/1995	DOE, JOHN
8	0000014020	B	9104			8012052560	06/30/1995	07/01/1995	DOE, JOHN
9	0000014021	B	9101			8014052560	06/30/1995	07/01/1995	DOE, JOHN
10	0000014021	B	9102			8014052560	06/30/1995	07/01/1995	DOE, JOHN
11	0000014021	B	9103			8014052560	06/30/1995	07/01/1995	DOE, JOHN
12	0000014021	B	9104			8014052560	06/30/1995	07/01/1995	DOE, JOHN
13	0000014022	B	9101			8015052560	06/30/1995	07/01/1995	DOE, JOHN
14	0000014022	B	9102			8015052560	06/30/1995	07/01/1995	DOE, JOHN
15	0000014022	B	9103			8015052560	06/30/1995	07/01/1995	DOE, JOHN
16	0000014022	B	9104			8015052560	06/30/1995	07/01/1995	DOE, JOHN
17	0000016120	B	9101			0784076309	06/30/1995	07/01/1995	DOE, JOHN



SEFA Federal Query (V_PA_SEFA_FED)

REVISED: 9/1/2026

DESCRIPTION:

This query displays Expenditure information that is used to assist Agencies with the preparation of the Schedule of Expenditures of Federal Awards (SEFA) Schedule that is submitted to the Department of Accounts (DOA).

NAVIGATION PATHS:

Query Viewer > V_PA_SEFA_FED

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_SEFA_FED

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_SEFA_FED

INPUT / SEARCH CRITERIA:

Business Unit

Fiscal Year

Accounting Period – From

Accounting Period – To

Account 1

Account 2

Account 3

Account 4

Account 5

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the SEFA Federal Query Page

V_PA_SEFA_FED - SEFA Federal

Business Unit50100

Fiscal Year2020

Accounting Period - From1

Accounting Period - To1

Account 15023230

Account 2

Account 3

Account 4

Account 5

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (1177 kb)

View All

First 1-100 of 1982Last

Row	Business_Unit	Voucher	Supplier	Supplier	Class	FY_Billed	Bill Dt	Invoice	Customer	Contract	Account	Project	Activity	CFDA Number	Journal ID	Descr	Expense Amount	Billed Amount
1	50100	00204992	0000031474	W-L Construction & Paving Inc	R	2020	07/24/2019	FED002573	0000055002	0971085	5023230	0000103575	631	0	AP00020774	Item Earnings	885821.470	70217.260
2	50100	00204992	0000031474	W-L Construction & Paving Inc	R	2020	07/24/2019	FED002573	0000055002	0971085	5023230	0000103575	631	0	AP00020774	Contract Adjustments	654.140	654.140
3	50100	00204992	0000031474	W-L Construction & Paving Inc	R	2020	07/24/2019	FED002573	0000055002	0971085	5023230	0000103575	631	0	AP00020774	Item Earnings	0.000	41367.550
4	50100	00211947	0000031474	W-L Construction & Paving Inc	R	2020	07/25/2019	FED002574	0000055002	0971085	5023230	0000103575	631	0	AP00021979	Contract Adjustments	347.700	312.930
5	50100	00211947	0000031474	W-L Construction & Paving Inc	R	2020	07/24/2019	FED002573	0000055002	0971085	5023230	0000103575	631	0	AP00021979	Item Earnings	149108.510	19442.080
6	50100	00211947	0000031474	W-L Construction & Paving Inc	R	2020	07/25/2019	FED002574	0000055002	0971085	5023230	0000103575	631	0	AP00021979	Item Earnings	0.000	116699.790
7	50100	00256174	0000031474	W-L Construction & Paving Inc	R	2020	07/23/2019	FED002570	0000055002	PM00253	5023230	0000101050	631	0	AP00027086	Item Earnings	1705406.880	528300.000
8	50100	00340491	0000031474	W-L Construction & Paving Inc	R	2020	07/23/2019	FED002570	0000055002	PM01288	5023230	0000103679	631	20205	AP00036248	Item Earnings	1538521.850	1538521.850

Note: Users can enter one account or up to five accounts for this query. In this example, only one account was entered



Summary of Federal Bill Lines Query (V_PA_FED_SUM_BILL_LINES)

REVISED: 9/1/2026

DESCRIPTION:

This query displays which amounts must be validated prior to approving the Bill and can be used to summarize the total amount billed by Contract and Appropriation Code on the Bill. The query pulls both the TMP (temporary) and FED (i.e., real Federal) Bills.

NAVIGATION PATHS:

Query Viewer > V_PA_FED_SUM_BILL_LINES

Contracts WorkCenter > Queries > Contract Queries > Summary of FED Bill Lines

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_FED_SUM_BILL_LINES

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_FED_SUM_BILL_LINES

INPUT / SEARCH CRITERIA:

Business Unit

Invoice

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Summary of Federal Bill Lines Query Page

V_PA_FED_SUM_BILL_LINES - Summary of FED Bill Lines						
Business Unit 50100						
Invoice FED000019						
View Results						
Download results in: Excel Spreadsheet CSV Text File XML File (20 kb)						
View All						
Row	Business Unit	Invoice	Contract	Source Type	Sum Net	
1	50100	FED000019	0005223	L240	-75.00	
2	50100	FED000019	0053107	L1C0	33.18	
3	50100	FED000019	0078075	HY10	184.80	
4	50100	FED000019	0124023	H100	7535.68	
5	50100	FED000019	0124023	Q100	6564.32	
6	50100	FED000019	0131053	L050	1050.88	
7	50100	FED000019	0135015	L1C0	863.38	
8	50100	FED000019	0135019	LS20	418.49	
9	50100	FED000019	0237016	Q200	1527.20	
10	50100	FED000019	0307041	L22E	16932.12	
11	50100	FED000019	0327019	L250	2043.20	
12	50100	FED000019	0327021	Q100	17637.08	
13	50100	FED000019	0332019	H100	139.03	
14	50100	FED000019	0334004	H400	120.80	
15	50100	FED000019	0413034	L22E	205.62	
16	50100	FED000019	0602123	LY30	43744.00	



Validate Federal Bill Lines Query (V_PA_FED_BILL_VALIDATE)

REVISED: 9/1/2026

DESCRIPTION:

The query displays Billing Lines and can be used to validate amounts billed for a specific Contract on a Federal Bill.

NAVIGATION PATHS:

Query Viewer > V_PA_FED_BILL_VALIDATE

Contracts WorkCenter > Queries > Contract Queries > Validate Fed Bill Lines

Contracts WorkCenter > Links > Other Links > Query Viewer > V_PA_FED_BILL_VALIDATE

NavBar > Menu > Reporting Tools > Query > Query Viewer > V_PA_FED_BILL_VALIDATE

INPUT / SEARCH CRITERIA:

Business Unit

Project

Phase

Accounting Date From

Accounting Date to

OUTPUT FORMAT:

HTML

Excel

CSV

Screenshot of the Validate Federal Bill Lines Query Page

V_PA_FED_BILL_VALIDATE - Validate Fed Bill Lines

Business Unit50100

Project0000095952

Phase9101

Accounting Date From03/31/2016

Accounting Date To03/31/2019

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (27 kb)

View All

First 1-84 of 84 Last

Row	Business Unit	Journal ID	Project	Activity	Analysis Type	Source Type	Accounting Date	Date/Time	Contract	Contract Line Num	Billing Distribution Status	BU Amount
1	50100		0000095952	602	BLD	Q100	03/31/2016	04/05/2016 2:32:58AM	0293031	1 D		565.57
2	50100		0000095952	602	PAY		04/15/2016	04/27/2016 3:43:04PM		0 N		703.59
3	50100	0000255366	0000095952	602	ATE		04/29/2016	05/03/2016 7:08:02PM		0 N		84.44
4	50100	ALC0000001	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		84.64
5	50100	ALC0000001	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		71.13
6	50100	ALC0000002	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		81.79
7	50100	ALC0000002	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		68.74
8	50100	ALC0000003	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		119.64
9	50100	ALC0000003	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		100.54
10	50100	ALC0000004	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		31.40
11	50100	ALC0000004	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		26.38
12	50100	ALC0000005	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		10.05
13	50100	ALC0000005	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		8.45
14	50100	ALC0000006	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		179.58
15	50100	ALC0000006	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		150.92
16	50100	ALC0000007	0000095952	602	ATE		03/31/2016	04/04/2016 7:23:28PM	0293031	1 D		135.21
17	50100	ALC0000007	0000095952	602	ATE		04/30/2016	05/03/2016 7:08:02PM		0 N		113.63



Project Accounting Reports

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Contracts Billing Management Report

REVISED: 9/1/2026

DESCRIPTION:

Displays details of Billing Plans, including the events associated with those plans, the status of the events, and the amount of future billings.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Reports > Billing Management Report

RUN CONTROL PARAMETERS:

Business Unit
Contract Type
Contract Classification
Sold to Customer
Processing Status
Contract
Contract Admin
Billing Plan Status
Days to Event Date

OUTPUT FORMAT:

PDF
CSV

Screenshot of Contracts Billing Management Report Run Control Page

← Contracts WorkCenter Billing Management Report

Run Control ID Ad_hoc Report Manager Process Monitor Run

Contract Options

Business Unit Q VA Dept of Transportation

Contract Type Q

Contract Classification ▼

Sold To Customer Q

*Processing Status ▼

Contract Q

Contract Admin Q Enter a name or leave blank

Billing Options

Billing Plan Status ▼

#Days to Event Date Enter number or leave blank

Save Notify Add Update/Display



Screenshot of Contracts Billing Management Report

ORACLE

Contracts Billing Management Report

Page 1 of 2

4/21/2020

Business Unit: 50100 VA Dept of Transportation

Contract Currency: USD

Sold To Customer	Contract	Contract Type	Bill Plan Id	Billing Method	Event Num	Event Type	Event Status	Milestone Event Origin	Milestone Nbr	Event Date	Amount
0000003249	0000001680	A	B101	Milestone	1	Date	Ready			5/21/2015	600,000.00
0000003249	0000001680	A	B101	Milestone	2	Date	Pending			6/21/2015	0.00
0000003249	0000001689	A	B101	Milestone	1	Date	Ready			8/3/2015	250,000.00
0000003249	0000001689	A	B101	Milestone	2	Date	Pending			7/15/2015	0.00
0000003431	0000001631	A	B102	Milestone	1	Date	Ready			7/17/2015	1,258,614.50
0000003431	0000001631	A	B102	Milestone	2	Date	Pending			8/28/2014	0.00
0000010996	0000001910	A	B101	Milestone	1	Date	Ready			8/8/2018	80,000.00
0000010996	0000001910	A	B101	Milestone	2	Date	Pending			9/8/2018	0.00
0000055001	0000001733	J	B101	Milestone	2	Date	Pending			5/14/2016	0.00
0000055001	0000001733	J	B101	Milestone	1	Date	Pending			3/10/2016	0.00
0000104118	0000001547	A	B101	Milestone	2	Date	Ready			9/8/2013	0.00
0000104118	0000001547	A	B101	Milestone	1	Date	Ready			8/8/2013	0.00
0000108360	0000001754	J	B101	Milestone	3	Date	Pending			10/12/2016	0.00
0000108360	0000001754	J	B101	Milestone	1	Date	Ready			8/12/2016	1,884,805.79
0000108360	0000001754	J	B101	Milestone	2	Date	Pending			9/12/2016	18,843,759.21
0000109309	0000001902	A	B101	Milestone	1	Date	Ready			7/26/2018	225,000.00
0000109309	0000001902	A	B101	Milestone	2	Date	Pending			8/26/2018	4,700,000.00
0000109309	0000001902	A	B101	Milestone	3	Date	Pending			7/26/2018	0.00
0000109309	0000001902	A	B102	Milestone	2	Date	Pending			8/26/2018	4,700,000.00
0000109309	0000001902	A	B102	Milestone	3	Date	Pending			7/26/2018	0.00
0000109309	0000001902	A	B102	Milestone	1	Date	Ready			7/26/2018	225,000.00
0000109309	0000001941	A	B101	Milestone	3	Date	Pending			10/16/2018	0.00
0000109309	0000001941	A	B102	Milestone	1	Date	Ready			10/16/2018	623,075.00
0000109309	0000001941	A	B102	Milestone	2	Date	Pending			11/16/2018	0.00
0000119657	0000001863	R	B101	Milestone	1	Date	Ready			12/4/2017	200,000.00
0000119657	0000001863	R	B101	Milestone	2	Date	Pending			1/4/2018	0.00
0000128175	0000001658	A	B101	Milestone	1	Date	Pending			1/14/2015	50,000.00
0000128175	0000001658	A	B101	Milestone	2	Date	Pending			2/14/2015	0.00
0000128175	0000001662	A	B101	Milestone	1	Date	Ready			1/14/2015	236,877.00
0000128175	0000001662	A	B101	Milestone	2	Date	Pending			2/14/2015	0.00
0000128175	0000001663	A	B101	Milestone	1	Date	Ready			1/14/2015	1,299,473.00
0000128175	0000001663	A	B101	Milestone	2	Date	Pending			2/14/2015	0.00
0000128175	0000001664	A	B101	Milestone	2	Date	Pending			2/14/2015	0.00
0000128175	0000001664	A	B101	Milestone	1	Date	Ready			1/14/2015	342,374.00
0000128175	0000001665	A	B101	Milestone	1	Date	Ready			1/14/2015	130,170.00
0000128175	0000001665	A	B101	Milestone	2	Date	Pending			2/14/2015	0.00
0000130958	0000001671	A	B101	Milestone	2	Date	Pending			6/21/2015	0.00
0000130958	0000001671	A	B101	Milestone	1	Date	Ready			5/21/2015	1,270,810.00
0000134423	0000001650	G	B101	Milestone	1	Date	Ready			10/17/2014	395,398.16
0000134423	0000001650	G	B101	Milestone	2	Date	Pending			11/17/2014	0.00
0000134423	0000001650	G	B103	Milestone	2	Date	Ready			7/19/2015	0.00

Private and Confidential

Private and Confidential

Note: This report displays Billing Plans with open events only.



Contracts Prepaid Management Report (RPA149) – BI Publisher Report

REVISED: 9/1/2026

DESCRIPTION:

This report displays the details of prepaid balances, including the status, the date the balances are expected to expire, and the amount remaining. The report can be used to monitor Contract prepayments by customer, Contract, source, and type, in addition to the purchase, remaining, and committed amounts. The details of the report are determined by the criteria entered on the **Prepaid Balance Report Run Control** page.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Reports > Prepaid Balance Report

RUN CONTROL PARAMETERS:

Business Unit
Contract Type (% for all)
Contract Classification
Sold To Customer (% for all)
Processing Status
Contract (% for all)
Contract Admin
Prepaid Balance Status
Hold (% for all)
Prepaid Transaction Type
#Days Prior to Expiration Date

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Prepaid Balance Report Run Control Page

The screenshot shows the 'Prepaid Balance Report' run control page. At the top, there is a navigation bar with a back arrow and 'Billing Management Report' on the left, and 'Prepaid Balance Report' on the right. Below the navigation bar, there is a section for 'Run Control ID' with the value 'Prepaid_Management'. To the right of this are links for 'Report Manager' and 'Process Monitor', and a 'Run' button. The main content area is divided into two sections: 'Contract Options' and 'Prepaid Options'. The 'Contract Options' section contains several input fields: 'Business Unit' (50100), 'Contract Type' (%), 'Contract Classification' (Standard), 'Sold To Customer' (%), '*Processing Status' (Active), 'Contract' (%), and 'Contract Admin' (with a placeholder 'Enter a name or leave blank'). The 'Prepaid Options' section contains: 'Prepaid Balance Status' (dropdown), 'Hold' (%), 'Prepaid Transaction Type' (dropdown), and '#Days Prior to Expiration Date' (with a placeholder 'Enter number or leave blank'). At the bottom of the page, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.



Screenshot of the Contracts Prepaid Management Report

ORACLE		Contracts Prepaid Management Report						Page 1 of 5
								1/23/2020
Business Unit:		50100 VA Dept of Transportation						
Contract Currency:		USD						
Sold To Customer	Contract	Billing Utilization Description	Purchase Order	Expiry Date	Depleted Date	Purchased Amount	Remaining Amount	Committed Amount
0000003001	0000001883	PPD Bal#1 of Contr# 0000001883		3/1/2019		212,000.00	66,469.68	0.00
0000003001	0000001897	PPD Bal#1 of Contr# 0000001897		6/6/2019	11/2/2018	350,000.00	0.00	0.00
0000003005	0000001721	PPD Bal#1 of Contr# 0000001721		3/16/2017		30,000.00	30,000.00	0.00
0000003006	0000001825	PPD Bal#1 of Contr# 0000001825		4/17/2018	11/2/2017	125,000.00	0.00	0.00
0000003006	0000000061	PPD Bal#1 for 0000000061			11/1/2013	870,000.00	0.00	0.00
0000003006	0000000001	PPD Bal#1 for 0000000001				1,606.89	0.00	0.00
0000003154	0000001995	PPD Bal#1 of Contr# 0000001995		7/31/2020		600,000.00	399,214.36	302,763.55
0000003154	0000002003	PPD Bal#1 of Contr# 0000002003		8/22/2020		261,000.00	261,000.00	0.00
0000003154	0000002012	PPD Bal#1 of Contr# 0000002012		10/30/2020		400,000.00	400,000.00	0.00
0000003249	0000001654	PPD Bal#1 of Contr# 0000001654		10/24/2015	6/28/2019	2,762,892.00	0.00	0.00
0000003249	0000001654	PPD Bal#2 of Contr# 0000001654		5/22/2016		264,358.00	138,706.55	0.00
0000003249	0000001680	PPD Bal#1 of Contr# 0000001680		5/22/2016		600,000.00	132,903.35	0.00
0000003249	0000001689	PPD Bal#1 of Contr# 0000001689		8/4/2016	5/2/2016	239,890.08	0.00	0.00
0000003249	0000001702	PPD Bal#1 of Contr# 0000001702		10/7/2016	10/3/2017	2,000,000.00	0.00	0.00
0000003249	0000001702	PPD Bal#2 of Contr# 0000001702		12/2/2016	9/4/2019	1,000,000.00	0.00	0.00
0000003249	0000001654	PPD Bal#3 of Contr# 0000001654		2/12/2017		547,300.00	547,300.00	0.00
0000003249	0000001689	PPD Bal#2 of Contr# 0000001689		6/22/2017	5/2/2017	250,000.00	0.00	0.00
0000003249	0000001689	PPD Bal#3 of Contr# 0000001689		6/23/2017	5/2/2017	200,000.00	0.00	0.00
0000003249	0000001689	PPD Bal#4 of Contr# 0000001689		8/7/2019	1/3/2019	715,000.00	0.00	0.00
0000003249	0000001654	PPD Bal#4 of Contr# 0000001654		12/27/2019		250,000.00	250,000.00	0.00

Private and Confidential



Disaster Report (RPA109)

REVISED: 9/1/2026

DESCRIPTION:

This report provides specific Expenditure details for all Projects denoted with a Disaster Number and Disaster Indicator on the Project record. The report can be run in summary or detail format and provides Fiscal Year-to-Date and Life-to-Date Expenditures.

NAVIGATION PATH:

NavBar > Menu > Project Costing > Reports > Disaster Report

RUN CONTROL PARAMETERS:

Business Unit
Disaster Number
Date From
Report Options (Summary, Detail)

OUTPUT FORMAT:

PDF
CSV

ADDITIONAL INFORMATION:

A Disaster Number is not specified when running the Summary Report. The Summary Report returns all disasters and their related Projects. For each disaster, all the related Projects are returned, grouped by their related Disaster Number, identified by their District and FIPS, with Expenditures reported both by Fiscal Year-to-Date and Life-to-Date. The Summary Report also provides Expenditures charged to Projects that are identified as related to a disaster but, when charged, the Disaster Number was omitted from the charge distribution. A Disaster Number must be specified when running the Detail Report. The Detail Report provides all Projects related to a specified Disaster Number. Each Project will have one or more Expenditures with detail charge distribution and Expenditures.

Screenshot of the Disaster Report Run Control Page, Summary Report Option

The screenshot shows the 'Disaster Report' run control page. At the top, there is a navigation bar with a back arrow and 'Prepaid Balance Report' on the left, and 'Disaster Report' on the right. Below this, the page title 'Disaster Report' is centered. The main content area contains a 'Run Control ID' field with the value 'Disaster_Report', and links for 'Report Manager' and 'Process Monitor'. A 'Run' button is located to the right. Below these elements is a 'Report Request Parameters' section. It includes a '*Business Unit' field with the value '50100' and a search icon, a 'Disaster Number' field, and a '*Date From' field with the value '01/01/2020' and a calendar icon. To the right of these fields is a 'Report Options' section with two radio buttons: 'Summary' (which is selected and highlighted with a red box) and 'Detail'. At the bottom of the page, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.



Screenshot of the Disaster Report – Summary Report Option

Commonwealth of Virginia
DISASTER REPORT - SUMMARY

Run Date: 01/23/2020

Run Time: 04:54 00

Report ID: RPA109

Business Unit: 50100
Date From: 01/01/2020

Page No. 1 of 3

Disaster Number	Project ID	District	FIPS	Fiscal YTD Expenditures	LTD Expenditures
70606	0000078825	Staunton		\$ 309.17	\$ 309.17
	0000100379	Fredericksburg		855.51	855.51
	0000100572	Richmond		3,402.44	3,402.44
	0000104161	Fredericksburg		26.82	26.82
	0000107785	Hampton Roads		342.00	342.00
	0000108249	Richmond		407.96	407.96
	0000108309	Richmond		3,178.24	3,178.24
	0000108310	Richmond		81,855.82	81,855.82
	0000108310	Richmond	041	117.00	117.00
	0000108556	Richmond		278,150.15	278,150.15
	0000109087	Richmond		1,740.56	1,740.56
	0000109087	Richmond	149	58,411.66	58,411.66
	0000109130	Culpeper		10,306.08	10,306.08
	0000109149	Fredericksburg	101	8,503.80	8,503.80
	0000109149	Fredericksburg	115	41,496.35	41,496.35
	0000109373	Staunton		41,331.71	41,331.71
	0000109752	Hampton Roads		627,952.21	627,952.21
	0000109752	Hampton Roads	810	2,787.72	2,787.72
	0000109753	Richmond		637,659.77	637,659.77
	0000109760	Northern Virginia		107,687.61	107,687.61
	0000109761	Fredericksburg		12,396.75	12,396.75
	0000109762	Hampton Roads		393,295.92	393,295.92
	0000109763	Richmond		53,240.08	53,240.08
	0000109770	Northern Virginia		708,011.96	708,011.96
	0000109771	Fredericksburg		13,301.45	13,301.45
	0000109775	Central Office		177,711.35	177,711.35
	0000109852	Fredericksburg		36,853.11	36,853.11
	0000109852	Fredericksburg	101	475.32	475.32
	0000109852	Fredericksburg	177	1,373.54	1,373.54
	0000110423	Richmond		157,057.67	157,057.67
	0000110646	Richmond		1,802.11	1,802.11
	0000110647	Richmond		6,415.78	6,415.78
	0000110667	Richmond		312.85	312.85
	0000110706	Richmond	025	381.41	381.41
	0000111099	Staunton		7,827.83	7,827.83
	0000111100	Staunton		2,308.39	2,308.39
	0000111101	Staunton		4,248.34	4,248.34
	0000111108	Fredericksburg		441.38	441.38
	0000111109	Richmond		271,353.52	271,353.52
	0000111110	Richmond		81,237.28	81,237.28
	0000111111	Richmond		47,718.19	47,718.19
	0000111112	Richmond		2,961.81	2,961.81
	0000111113	Richmond		625.28	625.28
	0000111275	Richmond		43.15	43.15
	0000111288	Richmond		2,086.73	2,086.73
	0000111292	Richmond		112.55	112.55



Screenshot of the Disaster Report Run Control Page, Detail Report Option

[← Prepaid Balance Report](#)Disaster Report

Disaster Report

Run Control ID

Disaster_Report

Report Manager

Process Monitor

Run

Report Request Parameters

*Business Unit

50100

Q

Disaster Number

70629

*Date From

01/01/2020

📅

Report Options

☐ Summary

☒ Detail

Save

Notify

Add

Update/Display



Screenshot of the Disaster Report - Detail Report Option

Commonwealth of Virginia
DISASTER REPORT - DETAIL

Report ID: RPA109

Run Date: 01/23/2020
Run Time: 04:58 00

Page No. 1 of 7

Business Unit: 50100
Disaster Number: 70629
Date From: 01/01/2020

Project ID	Dept ID	FIPS	Activity	Fiscal Accounting		Expenditures
				Year	Date	
0000083531	15032	700	71500	2020	01/15/2020	\$ 675.41
	15032	700	71500	2020	01/07/2020	1,607.73
	15032	700	71500	2020	01/15/2020	289.78
	15032	700	71500	2020	01/15/2020	311.16
	15032	700	71500	2020	01/15/2020	147.40
	15032	700	71500	2020	01/15/2020	309.58
	15032	700	71500	2020	01/09/2020	570.48
	15032	700	71500	2020	01/15/2020	248.59
	15032	700	71500	2020	01/15/2020	418.43
	15032	700	71500	2020	01/15/2020	71.08
	15032	700	71500	2020	01/15/2020	928.07
	15032	700	71500	2020	01/15/2020	886.37
	15032	700	71500	2020	01/15/2020	220.44
	15087	700	66225	2020	01/06/2020	53,842.05
	15087	700	76231	2020	01/15/2020	90.80
	15088	700	72500	2020	01/15/2020	769.64
	15088	700	72500	2020	01/21/2020	250.00
	15088	700	72500	2020	01/15/2020	1,577.17
	15088	700	72500	2020	01/15/2020	124.80
	15088	700	71500	2020	01/06/2020	725.35
	15088	700	71500	2020	01/06/2020	725.35
	15088	700	63500	2020	01/06/2020	11,811.36
	15088	700	62500	2020	01/07/2020	1,200.00
	15088	700	62500	2020	01/07/2020	8,400.00
	15088	700	62500	2020	01/07/2020	1,000.00
	15088	700	62500	2020	01/07/2020	1,000.00
	15088	700	62500	2020	01/07/2020	17,330.00
	15088	700	61500	2020	01/06/2020	67,803.82
	15088	700	60000	2020	01/06/2020	8,528.31
	15089		76225	2020	01/15/2020	69.25
	15089		70000	2020	01/15/2020	1,928.06
	15089		66200	2020	01/15/2020	280.28
	15089		76231	2020	01/08/2020	33,446.24
	15089		76231	2020	01/08/2020	10.63
	15089		66200	2020	01/15/2020	374.06
	15089		75150	2020	01/07/2020	447.68
	15089		75150	2020	01/08/2020	1,102.65
	15089		75150	2020	01/02/2020	1,243.95
	15089		75150	2020	01/02/2020	1,285.95
	15089		76225	2020	01/15/2020	1,112.24
	15089		76225	2020	01/15/2020	2,532.96
	15089		76225	2020	01/15/2020	1,848.42
	15089	650	76225	2020	01/15/2020	612.04
	15089	650	72500	2020	01/15/2020	433.00
	15089	700	72500	2020	01/16/2020	636.53



Expenditures Allocations Report (RPA091)

REVISED: 9/1/2026

DESCRIPTION:

This report provides a listing of all Projects for which Expenditures have exceeded a specified percentage of the Project Budget. The report also shows the variance between budgeted amounts and funded amounts, as well as budgeted amounts and expended amounts. The report can be used to identify Projects that have exceeded their budget in combination with a number of various additional parameters.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Expenditures Allocations
NavBar > Menu > Project Costing > Reports > Expenditures Allocations

RUN CONTROL PARAMETERS:

Business Unit
Responsible Department
As of Date
Project Category
Project Status (Active, Inactive)
Details [checkbox]

OUTPUT FORMAT:

PDF
CSV

Report Options:

Expenditure % of Budget
Variance Between Budget and Expenditure Equal to 0
Project Budget to Fund Source Variation Not Equal to 0
Projects with no Transactions 12 Months Prior to As of Date



Screenshot of the Expenditures Allocations Report Run Control Page, Details Unchecked

Expenditures Allocations Rpt

Expenditures Allocations Report

Run Control ID: Expenditures_Allocation Report Manager Process Monitor

Report Parameters

*Business Unit: Responsible Department: Project Category:
*As Of Date: Project Status: ☒ Details

Report Options

☒ Expenditure % of Budget %
☐ Variance Between Budget and Expenditure Equal to 0
☐ Project Budget to Fund Source Variation Not Equal to 0
☐ Projects with no Transactions 12 Months Prior to As of Date

Screenshot of the Expenditures Allocations Report

Report ID: RPA091

Commonwealth of Virginia
EXPENDITURES ALLOCATIONS REPORT

Run Date: 01/24/2020

Run Time: 08:45 00

Page No. 1 of 528

Business Unit 50100 : VA Dept of Transportation
Responsible Dept 99999 : VDOT Statewide
Project Category ALL
Project Status ALL
As of Date 01/24/2020
Report Option Expenditure % of Budget
Percent of Budget 0.00%

Detail No

Project ID	Project Budget	Expenditures	Expenditures to Project Budget	Variance %	Expenditure To Proj Budget
0000000015	\$ 14,487,583.61	\$ 14,487,590.52	(6.91)	100.000	
0000000016	2,425,954.41	2,425,954.41	0.00	100.000	
0000000029	7,398,335.04	926,700.46	6,471,634.58	12.526	
0000000053	1,924,378.33	2,329,485.98	(405,107.65)	121.051	
0000000054	107,617,433.00	116,453,311.21	(8,835,878.21)	108.210	
0000000084	0.00	7,056,140.91	(7,056,140.91)	0.000	
0000000098	2,944,407.16	2,942,552.60	1,854.56	99.937	
0000000099	3,572,423.54	3,322,423.55	249,999.99	93.002	
0000000157	2,252,716.78	1,787,173.92	465,542.86	79.334	
0000000177	2,535,000.50	2,535,454.95	(454.45)	100.018	
0000000190	88,780,209.60	92,225,618.67	(3,445,409.07)	103.881	
0000000191	47,320,621.15	47,320,621.15	0.00	100.000	
0000000192	3,110,255.98	3,649,740.98	(539,485.00)	117.345	
0000000195	8,922,782.00	8,922,781.81	0.19	100.000	
0000000200	4,714,262.62	1,219,431.62	3,494,831.00	25.867	
0000000204	2,209,827.46	2,899,389.03	(689,561.57)	131.204	
0000000206	3,099,999.51	55,174,006.31	(52,074,006.80)	1779.807	
0000000209	6,211,414.10	3,062,079.02	3,149,335.08	49.298	
0000000222	2,933,732.06	3,018,071.88	(84,339.82)	102.875	
0000000241	725,894.81	725,894.81	0.00	100.000	
0000000253	17,421,114.00	9,560,051.10	7,861,062.90	54.876	
0000000255	5,355,412.62	5,351,411.81	4,000.81	99.925	
0000000260	2,601,032.00	2,657,499.99	(56,467.99)	102.171	
0000000293	4,541,054.43	5,050,732.15	(509,677.72)	111.224	
0000000313	9,558,892.55	9,471,787.04	87,105.51	99.989	
0000000358	0.00	25,859.33	(25,859.33)	0.000	
0000000363	656,449.46	727,354.19	(70,904.73)	110.801	
0000000374	3,604,137.47	3,604,137.47	0.00	100.000	
0000000436	289.00	289.42	(0.42)	100.145	
0000000531	4,124,696.12	4,124,696.12	0.00	100.000	
0000000558	2,565,747.47	2,704,916.98	(139,169.51)	105.424	



Screenshot of the Expenditures Allocations Report Run Control Page, Details Checked

Expenditures Allocations Rpt

Expenditures Allocations Report

Run Control ID: Expenditures_Allocation Report Manager Process Monitor [Run](#)

Report Parameters

*Business Unit: 50100 Responsible Department: 19000 Project Category: BRDG
*As Of Date: 01/24/2020 Project Status: Active
☒ Details

Report Options

☒ Expenditure % of Budget %
☐ Variance Between Budget and Expenditure Equal to 0
☐ Project Budget to Fund Source Variation Not Equal to 0
☐ Projects with no Transactions 12 Months Prior to As of Date

[Save](#) [Notify](#) [Add](#) [Update/Display](#)

Screenshot of the Expenditures Allocations Report - with Details

Report ID: RPA091

Commonwealth of Virginia
EXPENDITURES ALLOCATIONS REPORT

Run Date: 01/24/2020

Run Time: 08:56 00

Page No. 1 of 14

Business Unit 50100 : VA Dept of Transportation
Responsible Dept 19000 : Northern Virginia Dist Office
Project Category BRDG
Project Status A
As of Date 01/24/2020
Report Option Expenditure % of Budget
Percent of Budget 0.00%

Detail Yes

Project ID					Project Budget	Expenditures	Expenditures to Project Budget	Variance % Expended To Proj Budget
0000013453					\$ 24,788,100.00	\$ 25,119,315.32	(331,215.32)	101.336
<u>Project</u>	<u>Dept ID</u>	<u>Fund</u>	<u>Program</u>	<u>PIPE</u>				
0000013453	19000	04720	603002		0.00	25,117,156.51	(25,117,156.51)	0.000
0000013453	19000	04720	603002	059	0.00	2,158.81	(2,158.81)	0.000
0000013453	919000	04720	603002		14,562,973.00	0.00	14,562,973.00	0.000
0000013453	919000	04720	603004		10,225,127.00	0.00	10,225,127.00	0.000
0000018136					262,402,344.02	262,402,343.01	1.01	100.000
<u>Project</u>	<u>Dept ID</u>	<u>Fund</u>	<u>Program</u>	<u>PIPE</u>				
0000018136	11101	04720	603003	191	0.00	2,618.82	(2,618.82)	0.000
0000018136	19000	04720	603003		0.00	261,788,066.53	(261,788,066.53)	0.000
0000018136	19000	04720	603003	013	0.00	105.06	(105.06)	0.000
0000018136	19000	04720	603003	059	0.00	34,650.11	(34,650.11)	0.000
0000018136	19000	04720	603003	193	0.00	51,104.75	(51,104.75)	0.000
0000018136	19000	04720	603003	510	0.00	524,512.65	(524,512.65)	0.000
0000018136	19000	04720	603003	600	0.00	81.60	(81.60)	0.000
0000018136	19010	04720	603002	153	0.00	98.00	(98.00)	0.000
0000018136	19072	04720	603003		0.00	1,105.49	(1,105.49)	0.000
0000018136	919000	04720	603002		71,129,964.00	0.00	71,129,964.00	0.000
0000018136	919000	04720	603003		191,272,380.02	0.00	191,272,380.02	0.000
0000018857					7,586,234.00	6,575,522.96	1,010,711.04	86.677
<u>Project</u>	<u>Dept ID</u>	<u>Fund</u>	<u>Program</u>	<u>PIPE</u>				
0000018857	19000	04720	603003	059	0.00	6,575,522.96	(6,575,522.96)	0.000
0000018857	919000	04720	603004		8,362,747.00	0.00	8,362,747.00	0.000
0000018857	919000	04720	603023		(776,513.00)	0.00	(776,513.00)	0.000
0000068757					81,631,075.00	93,135,652.04	(11,504,577.04)	114.093



Federal Accrued Unbilled Cost by Type of Exception Report (VPAR113)

REVISED: 9/1/2026

DESCRIPTION:

This report displays Contracts for which Expenditures are accruing, but are not able to be billed to the Federal government. This report can be used to determine if authorizations for a Federal Project should be increased.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Reports > Fed Acc Unbilled CostException

RUN CONTROL PARAMETERS:

Business Unit

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Federal Accrued Unbilled Cost by Type of Exception Run Control Page

[← Disaster Report](#)

Fed Accrued Unbilled Cost by Type of Exception

Fed Acc Unbill Exp.

Run Control ID

Fed_Accr_Unbill_Cost_Type_Excp

Report Manager

Process Monitor

Run

*Business Unit: 50100

Save

Notify

Add

Update/Display



Screenshot of the Federal Accrued Unbilled Cost by Type of Exception Report

		Commonwealth of Virginia FEDERAL ACCRUED UNBILLED COST BY TYPE OF EXCEPTION REPORT		Run Date: 01/24/2020
Report ID: VFAR113				Run Time: 09:22:00
Page No. 1 of 46				
As of Date	:	01/24/2020		
Business Unit	:	50100 VA Dept of Transportation		
Federal Fiscal Year	:	2020		
SUMMARY SECTION.				

Items for Projects with Advanced Construction.				
	Obligated Amount:	0,235,019,709.59		
	Processed Amount:	3,437,561,500.91		
	Less: Out of Period Amount:	5,130,763.00		
	Total Processed Amount:	3,432,430,737.11		
Items for Projects with Exceeded Agreement and Outside Period of Performance.				
	Excess Amount:	334,538,889.39		
	Less: Items for Emergency Relief (ER) Project:	0.00		
	Net Excess Amount:	334,538,889.39		
	Out Of Period Amount:	2,349,526.38		
	Less: Items for Emergency Relief (ER) Project:	0.00		
	Net Out Of Period Amount:	2,349,526.38		
Advanced Construction Detail .				
SUSPENSE TYPE: ADC				

Federal Project#	Description	Processed Amount	Out of Period Amount	Obligated Amount
111330	NHPP-0013188	0.00	0.00	579,237.00
SA1993	NHPP-SAD1993*IN-ACTIVE*	0.00	0.00	493,600.00
0005164	TRAD005164	61.15	0.00	95,007.00
0005166	STP005166	17,234,860.85	0.00	21,191,566.00
0005217	STP005217	0.00	0.00	8,049,766.00
0005235	TRA-0005235	0.00	0.00	0.00
0005241	HSIP-0005241	0.00	0.00	276,908.00
0005256	STP-0005256	2,420.44	0.00	828,786.00
0005257	STP-0005257	471,333.75	0.00	363,813.00
0005258	STP-0005258	0.00	0.00	743,233.00
0005277	NH-0005277	0.00	0.00	63,495,963.00
0005293	NH-0005293	0.00	0.00	16,000,000.00
0005294	NHPP-0005294	0.00	0.00	44,364.00
0005295	NHPP-0005295	0.00	0.00	407,200.00
0005296	NHPP-0005296	0.00	0.00	270,000.00
0005308	STP-0005308	0.01	(2,639.09)	1,309,761.00
0005309	HW05-949-057	173.15	173.15	2,035,285.00
0005310	STP-0005310	0.00	0.00	3,312,934.00
0005318	STP-0005318	979,531.68	0.00	5,735,391.00
0005320	HSIP-0005320	0.00	0.00	49,000.00
0005321	STP-0005321	25,979,059.29	0.00	24,060,988.54
0005324	STP-0005324	0.00	0.00	6,340,000.00
0005328	NHPP-0005328	19,896,194.42	0.00	23,876,466.00
0005329	NHPP-0005329	413,295.42	0.00	1,040,000.00
0005338	NHPP-0005338*SHRINTERNALNOTE	22,361,782.09	0.00	49,767,786.00
0005340	HSIP-0005340	0.00	0.00	3,240,000.00
0005341	HSIP-0005341	0.00	0.00	0.00
0005342	HSIP-0005342	0.00	0.00	0.00
0005343	NHPP-0005343	49,019,123.74	0.00	214,238,394.00
0005345	NHPP-0005345	0.00	0.00	5,000,000.00
0005348	STP-0005348	182,106.64	0.00	450,000.00
0005349	STP-0005349	263,194.56	0.00	276,300.00



Screenshot of the Federal Accrued Unbilled Cost by Type of Exception Report (continued)

Page No. 33 of 46

Over the Limit (Exceeded Agreement) and Out of Period of Performance Detail .

Federal Project#	Description	Renew Amount Without ERP	Renew Amount With ERP	Outside Period Without ERP	Outside Period With ERP
0005153	TEA-0005153	8,294.99	0.00	0.00	0.00
0005164	TEAD005164	23.22	0.00	0.00	0.00
0005166	STP0005166	81,703.42	0.00	0.00	0.00
0005205	STP0005205	699.35	0.00	0.00	0.00
0005210	STP0005210	108.99	0.00	0.00	0.00
0005221	NSIP0005221	14,185.21	0.00	0.00	0.00
0005223	VDOT's Workforce Developm Prgm	974.18	0.00	0.00	0.00
0005235	TEA-0005235	402.40	0.00	0.00	0.00
0005241	NSIP-0005241	62,322.68	0.00	0.00	0.00
0005287	QJT-0005287	765.87	0.00	0.00	0.00
0005313	OC-0005313	7,411.69	0.00	0.00	0.00
0005324	STP-0005324	5,580,809.48	0.00	(623,752.80)	0.00
0005326	VHCAT-0005326	22,961.50	0.00	0.00	0.00
0005332	0005332	17,938.54	0.00	0.00	0.00
0005342	NSIP-0005342	0.00	0.00	299,194.26	0.00
0005345	NSPP-0005345	0.00	0.00	0.00	0.00
0005352	QJT-0005352	2,032.52	0.00	229.04	0.00
0005363	QJT-0005363	5,088.26	0.00	0.00	0.00
0014001	0014001	550.96	0.00	0.00	0.00
0015024	HR0015024	11,669,267.83	0.00	0.00	0.00
0015043	STP-0015043	58,894.35	0.00	0.00	0.00
0015048	HR00-0015048	90,047.00	0.00	0.00	0.00
0015050	STP-0015050	195,041.93	0.00	0.00	0.00
0015061	HR00-0015061	11,313.83	0.00	0.00	0.00
0027049	NSIP-0027049	19.45	0.00	0.00	0.00
0029001	PEA-WAMA-0029001-05	15,510.79	0.00	0.00	0.00
0038121	TEAD0038121	10,289.04	0.00	0.00	0.00
0038123	HR0038123	1,288.99	0.00	0.00	0.00
0038139	HR-0038139	31,767.94	0.00	0.00	0.00
0038148	STP-0038148	138,793.24	0.00	0.00	0.00
0053119	HR-0053119	2.43	0.00	0.00	0.00
0053123	HR-0053123	425,519.58	0.00	0.00	0.00
0054011	TEAD054011*DMV OC*	9,812,167.13	0.00	0.00	0.00
0063005	TEAD063005	15,274.20	0.00	0.00	0.00
0063020	STP-0063020	1,064.39	0.00	0.00	0.00
0063028	NSPP-0063028	66.29	0.00	0.00	0.00
0072128	TAP-0072128	0.00	0.00	0.00	0.00
0078026	STP0078026	1.03	0.00	0.00	0.00
0078068	HR000078068	2,377.74	0.00	0.00	0.00
0078072	NSIP-0078072	0.71	0.00	0.00	0.00
0078075	NSPP0078075	0.00	0.00	0.00	0.00
0078135	HR-0078135	24,243.63	0.00	0.00	0.00
0078151	STP-0078151	2,328.08	0.00	31.22	0.00
0078152	STP-0078152	2,597.15	0.00	0.00	0.00
0092028	HR00-0092028	116.43	0.00	0.00	0.00
0092029	HR00-0092029	44.58	0.00	0.00	0.00
0092035	HR-0092035	102,925.88	0.00	0.00	0.00
0092037	HR00-0092037	12,363.66	0.00	0.00	0.00
0092041	HR-0092041	192.97	0.00	0.00	0.00
0092044	STP-0092044	2,618.55	0.00	0.00	0.00
0092049	HR-0092049	0.00	0.00	0.00	0.00
0101016	STP-0101016	7,469.10	0.00	0.00	0.00
0101032	TAP-0101032	5,517.75	0.00	0.00	0.00
0101035	STP-0101035	54,731.78	0.00	0.00	0.00
0101037	STP-0101037	12,205.77	0.00	0.00	0.00
0101038	STP-0101038	0.00	0.00	0.00	0.00
0101040	STP-0101040	0.00	0.00	0.00	0.00
0101041	STP-0101041	357,953.84	0.00	0.00	0.00
0111005	NSIP-0111005	11,212.48	0.00	0.00	0.00
0112023	AC-STP-0112023	649.81	0.00	0.00	0.00
0112034	HR-0112034	45,378.98	0.00	0.00	0.00
0124028	TEA-0124028	0.06	0.00	0.00	0.00
0124031	SH0124031	9,084.16	0.00	0.00	0.00
0124044	TAP-0124044	6,570.48	0.00	0.00	0.00
0131059	STP-0131059	913,772.00	0.00	0.00	0.00
0131063	APD-0131063	125,971.84	0.00	0.00	0.00



Federal Contract Status Report (RPA119)

REVISED: 9/1/2026

DESCRIPTION:

This report provides total Expenditures, participating and nonparticipating, the Federal share of Expenditures, and the billed amount for a given Federal Contract by related Project. The report can be used as a Contract administration tool to track the status of Expenditures billed and not billed, advance amounts, not billed amounts, adjustments, etc. These can be tracked by Project, Phase, and Activity related to a Federal Contract.

NAVIGATION PATHS:

Contracts WorkCenter > Reports/Processes > Contract Reports and Processes > Federal Contract Status Report

NavBar > Menu > Customer Contracts > Reports > Federal Contract Status Report

RUN CONTROL PARAMETERS:

Business Unit
Contract

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Federal Contract Status Run Control Page

The screenshot shows the 'Federal Contract Status Report' run control page. At the top, there is a navigation bar with a back button labeled '← Fed Acc Unbill Exp.' and the title 'Federal Contract Status Report'. Below the navigation bar, the page title 'Fed Contract Status Report' is displayed. The main area contains a 'Run Control ID' field with the value 'Fed_Contr_Status'. To the right of this field are links for 'Report Manager' and 'Process Monitor', and a 'Run' button. Below these elements is a form with two input fields: '*Business Unit' with the value '50100' and a search icon, and '*Contract' with the value '0015039' and a search icon. There is also an 'Include ATT' checkbox. At the bottom of the form are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.

Federal Contract Status Report	
Fed Contract Status Report	
Run Control ID	Fed_Contr_Status
Report Manager Process Monitor Run	
*Business Unit	50100
☐ Include ATT	
*Contract	0015039
Save	Notify
Add	Update/Display



Screenshot of the Federal Contract Status Report

CARDINAL Report ID: RPA119		Commonwealth of Virginia FEDERAL CONTRACT STATUS REPORT		Run Date: 01/24/2020 Run Time: 09:12 00					
Business Unit: 50100 Contract Number: 0015039				Page No. 1 of 2					
Contract Information									
Contract Number: 0015039-HRRR-0015039		Status: FV ACCEPTED		Proposal Id: \$64,554.71					
Current Rate Details									
Line#	Rate	Operating Unit	Billable Ind	Rate Amt	End Dt	Hold Flag	Hold Reason	Hold Date	Hold Oprid
1						N			
Transaction Limit Summary									
Line#	Approp	Seq	Rate	Obligated Amount	Billed Amount	Not Billed Amount	Exceeded Amount	Out of Period Amount	
1	LS20	1	0.90000	64,554.71	64,554.71	0.00	0.00	0.00	
Manual Billing Adjustments									
Line#	Approp	Adjusted Amount							
1	LS20	0.00							
Participating Project Details									
BusUnit	ProjectID	Phase	Total Expenditures	Total Part Expenditures					
50100	0000095411	9104	71,727.38	71,727.38					
Processed Activity Details									
Phase	Project	OperUnit	Act	Total Expenditure	Billed Amount	Not Billed Amount	Exceeded Amount	Advance Amount	Out of Period BIL Amt
9104	0000095411		631	39,385.50	35,446.95	0.00	0.00	0.00	0.00
			64201	1,367.60	1,230.85	0.00	0.00	0.00	0.00
			64211	29,633.97	26,670.59	0.00	0.00	0.00	0.00
			64213	1,340.31	1,206.32	0.00	0.00	0.00	0.00
Operating Unit () Total				71,727.38	64,554.71	0.00	0.00	0.00	0.00
Project (0000095411) Total				71,727.38	64,554.71	0.00	0.00	0.00	0.00

Screenshot of the Federal Contract Status Report (continued)

Page No. 2 of 2									
Phase (9104) Total			71,727.38	64,554.71	0.00	0.00	0.00	0.00	
Unprocessed/non-participating Activity Summary									
Phase	Project	Operating Unit	Act	Total Expenses	Outof Auth Exp	Attached Contract	Line#	Rate Amount	
9101	0000095411		718	0.00	817.53				
Operating Unit () Total				0.00	817.53				
Project (0000095411) Total				0.00	817.53				
Phase (9101) Total				0.00	817.53				
Phase	Project	Operating Unit	Act	Total Expenses	Outof Auth Exp	Attached Contract	Line#	Rate Amount	
9104	0000095411		74211	319.88	0.00				
Operating Unit () Total				319.88	0.00				
Project (0000095411) Total				319.88	0.00				
Phase (9104) Total				319.88	0.00				
End of Report									



Financial Summary by Program Report (RPA096)

REVISED: 9/1/2026

DESCRIPTION:

This report provides Budget Expenditure data for Projects and Cost Centers. The report displays data for each detail Department value and can be run by Fiscal Year-to-Date and Life-to-Date. The report can be used to monitor the status of a Budget to actual Expenditures for a specified Department ID (including related lower level Department IDs) and a specified Program. For example, a typical combination of Department ID and Program could be a Residency-wide Department ID and Program 6040, Highway Maintenance and Operations.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Financial Summary by Program
NavBar > Menu > Project Costing > Reports > Financial Summary by Program

RUN CONTROL PARAMETERS:

SetID
GL Business Unit
Program
Department
Fiscal Year
Period
Project Budget and Expenditure (Fiscal Year, Life to Date)

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Financial Summary by Program Run Control Page

The screenshot shows the 'Financial Summary by Program' run control page. At the top, the title 'Financial Summary by Program' is displayed. Below the title, there are tabs for 'Report Manager' and 'Process Monitor', and a 'Run' button. The 'Run Control ID' is 'Fin_Sum_by_Prog'. The 'Report Request Parameters' section contains several input fields: '*SetID' (50100), '*GL Business Unit' (50100), '*Program' (6030), and '*Department' (10000). There are also fields for '*Fiscal Year' (2019) and '*Period' (1). A section titled 'Project Budget and Expenditures' has two radio buttons: 'Fiscal Year' (selected) and 'Life to Date'. At the bottom, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.



Screenshot of the Financial Summary by Program Report

Report ID: RPA096

Commonwealth of Virginia
FINANCIAL SUMMARY BY PROGRAM

Run Date: 01/24/2020
Run Time: 10:33 00

Page No. 1 of 4

GL Business Unit: 50100
Program: 6030
Department: 10000
Fiscal Year: 2019
Period: 1
Project Exp/Budg: Fiscal Year

Dept ID	Description	Cost Cntr	Description	Operational/Project Budget	Expenditures	Variance
10004	Structure & Bridges	12060010	Cell Tower Review, EngrCost	0.00	1,697.98	(1,697.98)
10004	Structure & Bridges	12130001	Highway Const Mgt & Dir	1,215,694.00	123,702.12	1,091,991.88
		Cost Center Total		1,215,694.00	125,400.10	1,090,293.90
		Project Total		0.00	0.00	0.00
		Total		1,215,694.00	125,400.10	1,090,293.90
10014	Financial Planning	44000010	CPR Bonds Construction Fund	0.00	143,965.67	(143,965.67)
		Cost Center Total		0.00	143,965.67	(143,965.67)
		Project Total		5,407,932.09	0.00	5,407,932.09
		Total		5,407,932.09	143,965.67	5,263,966.42
10015	Fiscal	12130001	Highway Const Mgt & Dir	0.00	470.28	(470.28)
10015	Fiscal	12200095	State of Good Repr ExpTrf 0472	0.00	(36,258.85)	36,258.85
10015	Fiscal	12200196	High Priority Projects 04720	0.00	(18,119.58)	18,119.58
10015	Fiscal	12200296	Constrn District Grant 04720	0.00	(944,216.51)	944,216.51
10015	Fiscal	12200396	Specialized State & Fed 04720	0.00	(6,379,218.04)	6,379,218.04
10015	Fiscal	12200496	Legacy Constr Formula 04720	0.00	(38,036.17)	38,036.17
10015	Fiscal	12200596	Res Par Specializd St/Fed 04720	0.00	5,871.90	(5,871.90)
10015	Fiscal	40400095	State of Good Repr ExpTrf 0401	0.00	1,638,570.85	(1,638,570.85)
10015	Fiscal	40400195	Hi Priority Projts ExpTrf 0401	0.00	18,119.58	(18,119.58)
10015	Fiscal	40400295	Constrn Distr Grant ExpTr 0401	0.00	974,340.60	(974,340.60)
10015	Fiscal	40400395	Specializd St & Fed ExpTrf 0401	0.00	8,467,070.15	(8,467,070.15)
10015	Fiscal	40400495	Legacy Constr Form ExpTr 0401	0.00	(4,407,861.75)	4,407,861.75
		Cost Center Total		0.00	(719,268.34)	719,268.34
		Project Total		0.00	0.00	0.00



Funding Source Report (RPA150)

REVISED: 9/1/2026

DESCRIPTION:

This report provides total allocation amounts applied to specific funding sources. This report can be run in Summary or Detail format. The report can be used to review the status of allocation Funding Sources as related to Projects by Reporting Category.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Funding Source
NavBar > Menu > Project Costing > Reports > Funding Source

RUN CONTROL PARAMETERS:

Business Unit
Funding Source
Project ID
Reporting Category
Report Type (Summary, Detail)

OUTPUT FORMAT:

PDF
CSV

ADDITIONAL INFORMATION:

The Summary Report will show Funding Source, Amount Allocated, and Amount Remaining for all funding sources. The Detail Report can be run in multiple parameter combinations. Any combination will always require Funding Source, Reporting Category, or Project ID when the Detail Report Type is selected. When running a Detail Report for all Fund Sources related to a single Project, the sum of the amounts of all Fund Sources will equal the Project Budget reflected on other reports, such as the **Financial Summary – Project Expenditure by Account** and **Financial Summary – Project Expenditure by Activity** nVision reports.

Screenshot of the Funding Source Report Run Control Page by Business Unit, Summary Report Type Option

Funding Source

Funding Source Report

Run Control ID Funding_Source Report Manager Process Monitor Run

Report Request Parameters

*Business Unit 50100 Q

Report Type

☒ Summary
☐ Detail

Funding Source

Project ID

Reporting Category

Save Notify Add Update/Display



Screenshot of the Funding Source Report by Business Unit, Summary Report Type Option

 Report ID: RPA150		Commonwealth of Virginia FUNDING SOURCE REPORT - SUMMARY		Run Date: 01/24/2020 Run Time: 09:35 00
Business Unit : 50100		Page No. 1 of 10		
Funding Source	Description	Original Amount	Amount Allocated	Amount Remaining
CNF150	Training - Federal	\$1,094,945.39	\$1,094,945.39	\$ 0.00
CNS492	Right-of-Way Lease Proceeds	4,563,586.00	4,563,586.00	0.00
CF4100	FY2013 Portion Project Funding	20,683,265.00	20,683,265.00	0.00
CF6MB0	FY2013 Portion Project Funding	1,285,723.00	1,285,723.00	0.00
ENS804	MS4-Environmental NFWF Proj 108401	21,777,043.00	21,777,043.00	0.00
SF1151	FY17 State of Good Repair	2,297,198.00	2,297,198.00	0.00
SFB150	FY17 State of Good Repair	18,362,335.00	18,362,335.00	0.00
SFB151	FY17 State of Good Repair	4,590,583.00	4,590,583.00	0.00
SFP110	FY17 State of Good Repair	41,619,568.00	41,619,568.00	0.00
SS0100	FY17 State of Good Repair	80,193,250.00	80,193,250.00	0.00
SSP700	FY17 State of Good Repair	20,482,696.00	20,482,696.00	0.00
HF1100	FY17 High Priority Projects	6,898,549.00	6,898,549.00	0.00
HF1101	FY17 High Priority Projects	1,724,637.00	1,724,637.00	0.00
HF1150	FY17 High Priority Projects	49,474,162.00	49,474,162.00	0.00
HF1151	FY17 High Priority Projects	12,368,540.00	12,368,540.00	0.00
HS7100	FY17 High Priority Projects	1,891,124.00	1,891,124.00	0.00
IFF150	FY17 High Priority Projects	11,305,237.00	11,305,237.00	0.00
IFF151	FY17 High Priority Projects	2,826,309.00	2,826,309.00	0.00
GF1100	FY17 District Grant Program	58,875,799.00	58,875,799.00	0.00
GF1101	FY17 District Grant Program	14,718,945.00	14,718,945.00	0.00
GF1150	FY17 District Grant Program	34,938,376.00	34,938,376.00	0.00

Screenshot of the Funding Source Report Run Control Page by Project ID, Detail Report Type Option

Funding Source

Funding Source Report

Run Control ID Funding_Source Report Manager Process Monitor Run

Report Request Parameters

*Business Unit 50100

Funding Source

Project ID 0000000015

Reporting Category

Report Type

Summary

Detail

Save Notify Add Update/Display

Rev 9/1/2026

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Screenshot of the Funding Source Report by Project ID, Detail Report Type Option



Commonwealth of Virginia
FUNDING SOURCE REPORT - DETAIL

Run Date: 01/24/2020
Run Time: 09:38 00

Report ID: RPA150

Page No. 1 of 1

Business Unit : 50100
Funding Source:
Project ID: 0000000015 0095029F14
Reporting Category:

Fund Source	Description	Amount
CNS208	General Fund Allocations	\$ 838,491.00
CNS246	Priority Transportation Fund (PTF)	0.00
CNS301	Interstate Project Allocations	13,649,092.61
Total		\$ 14,487,583.61

Screenshot of the Funding Source Report Run Control Page by Reporting Category, Detail Report Type Option

Funding Source

Funding Source Report

Run Control ID Funding_Source Report Manager Process Monitor Run

Report Request Paramenters

*Business Unit 50100

Funding Source

Project ID

Reporting Category MFED

Report Type

- Summary
- Detail

Save Notify Add Update/Display



Screenshot of the Funding Source Report by Reporting Category, Detail Report Type Option

Commonwealth of Virginia
FUNDING SOURCE REPORT - DETAIL

Run Date: 01/24/2020

Run Time: 09:47 03

Report ID: RFA110

Page No. 1 of 151

Business Unit : 50100

Funding Source:

Project ID:

Reporting Category: MFEU

Project ID	Fund Source	Description	Amount
0000106014	MNS000	State Maintenance Funding	\$ 0.00
0000106014	CP1130	FY2014 Int Portion Project Funding	819,405.00
0000106014	CP1131	FY2014 Int Portion Project Funding	204,851.00
0000106014	CS0130	FY2015 Pri portion Project Funding	1,084,569.00
0000106019	MNS000	State Maintenance Funding	806,980.16
0000106191	MNS000	State Maintenance Funding	1,128.95
0000106191	MF0000	MI Federal	36,000.00
0000106191	MF0001	MI Federal Soft Match	9,000.00
0000106198	MNS000	State Maintenance Funding	1,726,983.66
0000106402	MNS000	State Maintenance Funding	31,990.30
0000106409	MNS000	State Maintenance Funding	0.00
0000106193	MNS000	State Maintenance Funding	77,353.46
0000106193	MF0000	MI Federal	1,581,708.00
0000106193	MF0001	MI Federal Soft Match	395,427.00
0000106405	MNS000	State Maintenance Funding	298,407.20
0000106847	MNS000	State Maintenance Funding	341,675.37
0000106241	MNS000	State Maintenance Funding	53.19
0000106241	MF0001	MI Federal Soft Match	273,839.80
0000106241	MF0000	MI Federal	2,004,747.20
0000106245	MNS000	State Maintenance Funding	7,600,683.46
0000106137	MNS000	State Maintenance Funding	3,955.55
0000106172	CP1161	FY2014 Statedw portion ProjFunding	2,000.00
0000106172	CP1160	FY2014 Statedw portion ProjFunding	8,000.00
0000106172	CS0160	FY2015 Pri portion Project Funding	1,162,310.00
0000106869	MNS000	State Maintenance Funding	1,583,718.89
0000106149	MNS000	State Maintenance Funding	1,560,563.48
0000106149	MF0000	MI Federal	182,560.00
0000106149	MF0001	MI Federal Soft Match	45,640.00
0000106150	MNS000	State Maintenance Funding	1,525,221.68
0000106130	MNS000	State Maintenance Funding	1,159,243.40
0000106131	MNS000	State Maintenance Funding	288,399.77
0000106118	MNS000	State Maintenance Funding	0.61
0000106118	MF0000	MI Federal	1,235,480.80
0000106118	MF0001	MI Federal Soft Match	308,870.20
0000106119	MNS000	State Maintenance Funding	20,841.15
0000106124	MNS000	State Maintenance Funding	495.38
0000106124	MF0000	MI Federal	469,317.60
0000106124	MF0001	MI Federal Soft Match	117,329.40
0000106153	MNS000	State Maintenance Funding	0.15
0000106153	MF2100	MAP 21 FY2013 Budget	1,098,400.00
0000106153	MF2108	FY15 CPO Adjustment, 45M	274,600.00
0000106153	MF0001	MI Federal Soft Match	88,352.80
0000106153	MF0000	MI Federal	353,411.20
0000106130	MNS000	State Maintenance Funding	3,670,625.57
0000106434	MNS000	State Maintenance Funding	595,888.46
0000089474	MNS000	State Maintenance Funding	842,092.12
0000089475	MNF003	Interstate Maintenance (IM) - Federal	266,990.00
0000089475	MNF004	National Highway System (NHS) - Federal	2,138,019.00
0000089475	MNF007	Equity Bonus - Federal	450,000.00
0000089475	MF1100	MAP 21 FY2013 Bdgt	263,723.00
0000089475	MNS000	State Maintenance Funding	729,568.71
0000089475	MF2100	MAP 21 FY2013 Budget	181,800.00
0000089475	MF2108	FY15 CPO Adjustment, 45M	20,200.00
0000089476	MNF025	STP, Section 122 - Federal	2,480,557.00
0000089476	MF1100	MAP 21 FY2013 Bdgt	520,196.00
0000089476	MNS000	State Maintenance Funding	390,166.71
0000089476	MF2100	MAP 21 FY2013 Budget	481,600.00
0000089476	MF0000	MI Federal	22,500.00
0000089476	MF0001	MI Federal Soft Match	2,500.00
0000089477	MNS000	State Maintenance Funding	380,201.33
0000089481	MNS000	State Maintenance Funding	1,272,168.92



Limit Amount Report –BI Publisher Report

REVISED: 9/1/2026

DESCRIPTION:

This report provides the details of a Contract limit amount and includes limit amounts, amount remaining for the limit, amounts in excess, as well as transaction and processing dates for the limits. The report can be used in managing Contract Amendments.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Reports > Contract Limit Report

RUN CONTROL PARAMETERS:

Business Unit
Contract Type
Contract Classification
Sold To Customer
Contract
Contract Administrator
Report By
Max Remaining %

OUTPUT FORMAT:

PDF
XLS
TXT

Screenshot of the Limit Amount Report Run Control Page

The screenshot shows the 'Limit Amount Report' run control page. At the top, there is a navigation bar with a back arrow and 'Projects WorkCenter' on the left, and 'Limit Amount Report' on the right. Below the navigation bar, there are tabs for 'Run Control ID', 'Limit_Amount', 'Report Manager', and 'Process Monitor'. A 'Run' button is located to the right of these tabs. The main content area is divided into two sections: 'Contract Options' and 'Limit Options'. The 'Contract Options' section contains fields for 'Business Unit' (50100), 'Contract Type' (%), 'Contract Classification' (Standard), 'Sold To Customer' (%), 'Contract' (%), and 'Contract Admin' (with a placeholder 'Enter a name or leave blank'). The 'Limit Options' section contains fields for '*Limit Type' (Funding and Billing), '*Report By' (Remaining Amount), and 'Max Remaining %' (50.00000000). At the bottom, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.

← Projects WorkCenter Limit Amount Report

Run Control ID Limit_Amount Report Manager Process Monitor Run

Contract Options

Business Unit 50100 VA Dept of Transportation
Contract Type %
Contract Classification Standard
Sold To Customer %
Contract %
Contract Admin Enter a name or leave blank

Limit Options

*Limit Type Funding and Billing
*Report By Remaining Amount
Max Remaining % 50.00000000

Save Notify Add Update/Display



Screenshot of the Limit Amount Report Process Scheduler Request Page

Process Scheduler Request

User ID PPS1_JANIS.HANNUKSELA Run Control ID Limt_Amount

Server Name Run Date 01/24/2020

Recurrence Run Time 10:55:13AM

Time Zone

Process List

Select	Description	Process Name	Process Type	*Type	*Format	Distribution
☐	Fee Limit Report	CA_LMT2_XP	BI Publisher	Web v	PDF v	Distribution
☒	Amount Limit Report	CA_LMT_XP	BI Publisher	Web v	PDF v	Distribution

Screenshot of the Limit Amount Report

ORACLE **Active Contracts Limit Amount Management Report** Page 1 of 1
1/24/2020

Business Unit: 50100VA Dept of Transportation

Contract Number	Line	Transaction Id	Limit	Remaining	Funding Limit	Remaining %	Last Transaction Date	Last Processing Date
0000001426	2		7,133,742.02	827,178.08	USD	11.60	1/24/2020	1/24/2020
0000001460	2	FED	523,000.00	132,189.40	USD	25.28	1/24/2020	1/24/2020
0000001502	1		43,800.00	15,788.99	USD	36.05	1/24/2020	1/24/2020
0000001539	3		3,650,000.00	1,377,499.24	USD	37.74	1/24/2020	1/24/2020
0000001581	2		52,100,000.00	22,281,583.21	USD	42.77	1/24/2020	1/24/2020
0000001581	2	FED	52,200,000.00	22,381,583.21	USD	42.88	1/24/2020	1/24/2020
0000001581	4		500,000.00	11,371.64	USD	2.27	1/24/2020	1/24/2020
0000001581	4	FED	600,000.00	111,371.64	USD	18.56	1/24/2020	1/24/2020
0000001581	5		1,300,000.00	137,314.79	USD	10.56	1/24/2020	1/24/2020
0000001581	5	FED	1,300,000.00	137,314.79	USD	10.56	1/24/2020	1/24/2020
0000001628	1		226,711.70	11,555.38	USD	5.10	1/24/2020	1/24/2020
0000001639	1		60,000.00	4,759.00	USD	7.83	1/24/2020	1/24/2020
0000001654	1		4,271,531.00	1,019,604.55	USD	23.84	1/24/2020	1/24/2020
0000001667	1		32,000.00	12,172.91	USD	38.04	1/24/2020	1/24/2020
0000001676	1		10,200,000.00	348,861.23	USD	3.40	1/24/2020	1/24/2020
0000001680	4		450,000.00	89,544.32	USD	19.90	1/24/2020	1/24/2020
0000001689	2		1,859,000.00	58,955.58	USD	3.17	1/24/2020	1/24/2020
0000001702	2		5,000,000.00	1,907,717.99	USD	38.15	1/24/2020	1/24/2020
0000001705	1		255,000.00	115,224.68	USD	45.19	1/24/2020	1/24/2020
0000001721	1		30,000.00	988.09	USD	3.29	1/24/2020	1/24/2020
0000001727	3		54,392,666.00	2,457,103.30	USD	4.52	1/24/2020	1/24/2020
0000001728	3		137,023,653.0	20,855,763.17	USD	15.22	1/24/2020	1/24/2020
0000001729	2		15,726,000.00	5,385,258.73	USD	34.24	1/24/2020	1/24/2020
0000001730	4		168,321,349.0	16,835,972.51	USD	10.00	1/24/2020	1/24/2020
0000001829	1		10,000,000.00	4,707,297.33	USD	47.07	1/24/2020	1/24/2020
0000001855	1		30,000,000.00	1,199,713.31	USD	4.00	1/24/2020	1/24/2020
0000001862	1		11,253,900.00	1,590,536.38	USD	14.13	1/24/2020	1/24/2020
0000001876	1		200,000.00	18,163.27	USD	9.08	1/24/2020	1/24/2020
0000001883	1		212,000.00	66,469.68	USD	31.35	1/24/2020	1/24/2020
0000001899	1		20,000,000.00	3,037,667.36	USD	15.19	1/24/2020	1/24/2020
0000001995	1		600,000.00	96,450.81	USD	16.08	1/24/2020	1/24/2020
0000002003	1		261,000.00	83,975.64	USD	32.17	1/24/2020	1/24/2020

Private and Confidential



Prepaid Report (RPA149)

REVISED: 9/1/2026

DESCRIPTION:

This report provides the amounts received from customers in advance of Project billing. The report identifies the initial prepayment amount and amounts drawn down over the life of the Project. The report summarizes data by Fund and Account for each Project and Customer Contract combination. The report can be used to monitor funds received in advance as well as the remaining amount for an advance.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Reports > Prepaid Report

RUN CONTROL PARAMETERS:

Set ID
Business Unit
Department
Project (% for all)
As of Date
Fund (% for all)
Account (% for all)

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Prepaid Report Run Control Page

The screenshot shows the 'Prepaid Report' run control interface. At the top, there is a navigation bar with a back arrow and 'Limit Amount Report' on the left, and 'Prepaid Report' on the right. Below this, the title 'Prepaid Report' is displayed. The main area contains a 'Run Control ID' field with the value 'Prepaid'. To the right of this are links for 'Report Manager', 'Process Monitor', and a 'Run' button. Below these links is a section titled 'Report Request Parameters' which contains several input fields: '*SetID' (50100), '*Business Unit' (50100), '*Department' (99999), '*Project (% for all)' (5%), 'As Of Date' (01/24/2020), '*Fund (% for all)' (%), and '*Account (% for all)' (%). At the bottom of the form are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.

Run Control ID	Prepaid	Report Manager	Process Monitor	Run
Report Request Parameters				
*SetID	50100	As Of Date	01/24/2020	
*Business Unit	50100	*Fund (% for all)	%	
*Department	99999	*Account (% for all)	%	
*Project (% for all)	5%			

Save Notify Add Update/Display



Screenshot of the Prepaid Report

Commonwealth of Virginia
PREPAID REPORT

Run Date: 01/24/2020
Run Time: 11:22 00

Page No. 1 of 6

Set ID: 50100
Business Unit: 50100
Fund Code: All
Account ID: All
Department ID: 99999
Project ID: All
As of Date: 01/24/2020

Fund	Project ID	Contract ID	Account	Prepaid Amount	Remaining Amount	Last Date Utilized
04100	0000073692	0000000169	2403007	1,177.38	1,177.38	09/13/2017
	0000080944	0000000176	2409060	47,250.00	0.00	06/03/2013
	0000082583	0000000183	2409060	119.28	85.44	02/15/2011
	0000090369	0000000187	2409060	40,500.00	0.00	09/03/2013
	0000090741	0000000190	2409060	10.00	0.00	02/15/2011
	0000091349	0000000196	2409060	1,199.37	343.38	04/30/2012
	0000091887	0000000875	2409060	26,750.31	0.00	11/11/2011
	0000092124	0000000197	2409060	2,500.00	0.00	02/12/2011
	0000092851	0000000199	2409060	41,250.00	0.00	08/03/2015
	0000093452	0000000201	2409060	2,500.00	2,500.00	02/10/2012
	0000096757	0000000087	2409060	33,000.00	0.00	06/30/2014
	0000097657	0000000089	2409060	283.85	0.00	10/13/2011
	0000098331	0000000093	2409060	18,000.00	16,999.66	02/10/2012
	0000099200	0000000098	2409060	1,000.00	1,000.00	02/10/2012
	0000100803	0000000103	2409060	5,000.00	4,794.18	05/01/2012
	0000101533	0000000111	240400	34.72	34.72	06/14/2011
	0000101757	0000000115	2409060	4,000.00	612.95	09/10/2011
	0000103065	00000001454	2409060	12,000.00	10,318.01	02/01/2013
	0000103902	00000001641	2409060	0.00	0.00	10/01/2014
	0000104658	00000001526	2409060	570.72	0.00	03/24/2015
	0000104659	00000001530	2409060	31,342.15	0.00	03/23/2015
	0000104660	00000001531	2409060	11,835.24	0.00	03/25/2015
	0000105825	00000001628	2409060	56,751.89	0.00	08/09/2017
	0000105825	00000001628	2409060	30,000.00	0.00	06/01/2016
	0000105825	00000001628	2409060	44,250.00	0.00	06/29/2018
	0000105825	00000001628	2409060	41,250.00	0.00	06/04/2019
	0000105825	00000001628	2409060	0.00	0.00	08/09/2017
	0000105825	00000001628	2409060	54,750.00	12,874.83	01/03/2020
	0000106621	00000001689	2409060	250,000.00	0.00	05/02/2017
	0000106621	00000001689	2409060	239,890.08	0.00	05/02/2016
	0000106621	00000001689	2409060	200,000.00	0.00	05/02/2017
	0000106621	00000001689	2409060	715,000.00	0.00	01/03/2019
	0000110831	00000001826	2403007	452,746.30	0.00	05/10/2018
Total for Fund				2,364,961.29	50,740.55	



Project Expenditure by Activity Group Report (RPA100)

REVISED: 9/1/2026

DESCRIPTION:

This report provides Project Expenditures by Activity Group or Phase such as Right of Way, Construction, Research, etc. The report can be run for one or more Projects and Activity Groups. This report can also be run to provide construction engineering costs by selecting the "ACTIVITY_CE" in the **Activity Tree** field and "ALL_ACTIVITIES" in the **Activity Node** field.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Project Expend by Activity Grp
NavBar > Menu > Project Costing > Reports > Project Expenditure by Activity Grp

RUN CONTROL PARAMETERS:

SetID
Business Unit
Activity Tree
Activity Node
Responsible Org
Project ID
TimeFrame [Current Period,Life to Date]

OUTPUT FORMAT:

Screenshot of the Project Expenditure by Activity Group Run Control Page

The screenshot displays the 'Run Control ID' page for the 'activity_grp' report. At the top, there are links for 'Report Manager' and 'Process Monitor', and a 'Run' button. Below this is the 'Report Request Parameters' section, which includes input fields for *SetID (50100), *Business Unit (50100), *Activity Tree (ACTIVITY_CE), Activity Node (ALL_ACTIVITIES), and Responsible Org. A 'Timeframe' section on the right has two radio buttons: 'Current Period' and 'Life to Date' (which is selected). Below the parameters is a 'Project' section with a table. The table has a header row with 'Project ID' and a data row with '1' and '000094541'. At the bottom, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.

Report Request Parameters	
*SetID	50100
*Business Unit	50100
*Activity Tree	ACTIVITY_CE
Activity Node	ALL_ACTIVITIES
Responsible Org	

Timeframe

☐ Current Period

☒ Life to Date

Project	
1	000094541



Screenshot of the Project Expenditure by Activity Group Report

 Report ID: RPA100		Commonwealth of Virginia PROJECT EXPENDITURE BY ACTIVITY GROUP		Run Date: 03/17/2020 Run Time: 12:41 00
Set ID: 50100 : VA Dept of Transportation				Page No. 1 of 1
Business Unit: 50100 : VA Dept of Transportation				
Activity Tree: ACTIVITY_CE				
Activity Node: ALL_ACTIVITIES				
Responsible Org:				
Period: Life-to-Date				
Projects: 0000094541				
Project ID	Activity	Activity Description	Expenditures	
0000094541	64201	Construction Inspection Field	83,449.40	
0000094541	64204	Construction Manager/ACE	16,538.03	
0000094541	64205	Environmental	100.20	
0000094541	64206	Location and Design	15,833.37	
0000094541	64211	Systems Operations	19,138.38	
0000094541	64212	Law Enforcement Support	537.11	
0000094541	64213	Construction Program Managemen	1,053.33	
0000094541	64215	Contract Administration	1,639.53	
0000094541	643	Materials	6,782.27	
0000094541	648	Civil Rights	885.94	
Node Total for ALL_ACTIVITIES		\$	145,957.56	
Total		\$	145,957.56	



Project Expenditure by Employee Report (RPA090)

REVISED: 9/1/2026

DESCRIPTION:

This report provides Project Expenditures and hours for employee charges posted to Projects. The detailed information includes Employee Name, Employee ID, Department ID, and Earnings Code for each combination of Project related Phase and Activity. This report contains two different sections; Employee Earnings and Employer Fringe.

This report can be used to monitor employee time and expenditures charged to a Project life-to-date.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Project Expenditure by Employee
NavBar > Menu > Project Costing > Reports > Project Expenditure by Employee

RUN CONTROL PARAMETERS:

Business Unit
Project
From Date
To Date

OUTPUT FORMAT:

PDF
CSV

ADDITIONAL INFORMATION:

Employee Project Expenditures and hours charged are summarized at both Project-to-Date and Project-Wide levels.

Screenshot of the Project Expenditure by Employee Report Run Control Page

The screenshot displays the 'Project Expenditure Report - by Employee' interface. At the top, the title 'Project Expend by Employee' is shown. Below it, the report title 'Project Expenditure Report - by Employee' is displayed. The interface includes a 'Run Control ID' field with the value 'Proj_Exp_by_Employee', and links for 'Report Manager' and 'Process Monitor'. A 'Run' button is located to the right. The 'Report Run Parameters' section contains four input fields: '*Business Unit' with the value '50100', '*Project' with the value '0000116015', 'From Date' with the value '01/01/2021', and 'To Date' with the value '08/09/2021'. Each field has a search icon or a calendar icon. At the bottom, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.



Screenshot of the Project Expenditure by Employee Report (Employee Earnings)

Report ID: RPA090

Commonwealth of Virginia
PROJECT EXPENDITURE BY EMPLOYEE

Run Date: 08/09/2021
Run Time: 11:12 00

Page No. 1 of 3

Business Unit: 50100
Project ID: 0000116015
From Date: 01/01/2021
To Date: 08/09/2021

Project LTD Expenditures: \$ 70,459.30

Emplid	Name	Employee Department	Accounting Date	Journal	Transaction Date	Phase	Activity	EarnCd	Invoice	Hours	Amount
	Employee Earnings	17042									
	Time & Labor for		02/17/2021	TE01718708	01/25/2021	9104	631	RGS	FED003051	2.00	79.80
Total for (Employee Earnings)										\$	79.80
Total for Employee										\$	79.80
	Employee Earnings	17055									
	Time & Labor for		03/16/2021	TE01739994	03/02/2021	9104	64211	RGS	FED003074	0.50	21.76
Total for (Employee Earnings)										\$	21.76
Total for Employee										\$	21.76
	Employee Earnings	19064									
	Wages, General		04/09/2021	PY01748069	03/22/2021	9101	716	RGHA	PROJ002034	8.00	296.32
	Wages, General		04/09/2021	PY01748069	03/23/2021	9101	716	RGHA	PROJ002034	8.00	296.32

Screenshot of the Project Expenditure by Employee Report (Employer Fringe and Employee Earnings)

Page No. 2 of 3

Emplid	Name	Employee Department	Accounting Date	Journal	Transaction Date	Phase	Activity	EarnCd	Invoice	Hours	Amount
	Wages, General		04/09/2021	PY01748069	03/24/2021	9101	716	RGHA	PROJ002034	8.00	296.32
	Wages, General		04/09/2021	PY01748069	03/25/2021	9101	716	RGHA	PROJ002034	8.00	296.32
	Wages, General		04/09/2021	PY01748069	03/26/2021	9101	716	RGHA	PROJ002034	8.00	296.32
Total for (Employee Earnings)										\$	1,481.60
	Employer Fringe										
	Salary Social Security&Medicare		04/09/2021	PY01748069	03/28/2021	9101	716		PROJ002034	0.00	339.60
Total for (Employer Fringe)										\$	339.60
Total for Employee										\$	1,821.20
	Employee Earnings	10017									
	Wages, General		04/09/2021	PY01748069	03/08/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/09/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/10/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/11/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/12/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/15/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/16/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/17/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/18/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/19/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/22/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/23/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/24/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, General		04/09/2021	PY01748069	03/25/2021	9104	631	ERG	FED003078	8.00	172.72
	Wages, Overtime		04/09/2021	PY01748069	03/25/2021	9104	631	ETHX		2.00	64.77
	Wages, General		04/09/2021	PY01748069	03/26/2021	9104	631	ERG		8.00	172.72



Screenshot of the Project Expenditure by Employee Report (Employer Fringe)

Page No. 3 of 3										
<u>Emplid</u>	<u>Name</u>	<u>Employee Department</u>	<u>Accounting Date</u>	<u>Journal</u>	<u>Transaction Date</u>	<u>Phase</u>	<u>Activity</u>	<u>EarnCd</u>	<u>Invoice</u>	<u>Hours</u> <u>Amount</u>
Total for (Employee Earnings)										\$ 2,655.57
Employer Fringe										
	Salary Social Securty&Medicare		04/09/2021	PY01748069	03/28/2021	9104	631			0.00 203.16
Total for (Employer Fringe)										\$ 203.16
Total for Employee [REDACTED]										\$ 2,858.73
Total for the project										\$ 4,781.49
End of Report										



Project Expenditures by Location Report (RPA093)

REVISED: 9/1/2026

DESCRIPTION:

This report provides Fiscal Year-to-Date and Life-to-Date Budget and Expenditure data for Projects and Cost Centers, using the Departments and Programs selected in report parameters. The report can be run in Summary or Detail format. The report can be used to review Project Budget and actual Expenditures at a Location level.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Project Expend by Location
NavBar > Menu > Project Costing > Reports > Project Expend by Location

RUN CONTROL PARAMETERS:

SetID
Business Unit
Fiscal Year
Period
Department
Report Type (Summary, Detail)
Include Rollups [checkbox]
Program:
 All or Specific
 Program
 FIPS
 Tree Node
 Tree Node Name
 Project Category
 Project Status (Active, Inactive)

OUTPUT FORMAT:

PDF
CSV



Screenshot of the Project Expenditure by Location Run Control Page

Project Expenditures by Location

Run Control ID Proj_Exp_by_Loc [Report Manager](#) [Process Monitor](#) [Run](#)

Report Request Parameters

*SetID [Q](#)

*Business Unit [Q](#)

*Fiscal Year *Period

Department [Q](#) ☐ Include Rollups

To run this report for Districtwide, add 9 in front of the District value and click Include Rollups

Program

☒ All or Specific Program [Q](#) FIPS [Q](#)

☐ Tree Node Tree Node

Project Category [Q](#) Project Status

[Save](#) [Notify](#) [Add](#) [Update/Display](#)

Screenshot of the Project Expenditure by Location Report



Report ID: RPA093

Commonwealth of Virginia

PROJECT EXPENDITURES BY LOCATION

Run Date: 01/24/2020

Run Time: 11:48 00

Set ID: 50100 : VA Dept of Transportation

Business Unit: 50100 : VA Dept of Transportation

Fiscal Year: 2019

Period: 8

Department: 10009 : Business Trans & Spec Projects

Program: All

FIPS: All

Project Category: All

Project Status: All

Page No. 1 of 2

Department: 10009

Program: 60400501

FIPS:

Project	Current Budget	Current Expenses	Current Variance	LTD Budget	LTD Expenses	LTD Variance
<u>Cost Center</u>						
11070010	0.00	27,108.59	(27,108.59)			
11070020	0.00	464,122.68	(464,122.68)			
11070030	0.00	(227,912.60)	227,912.60			
11070040	0.00	(8,258.29)	8,258.29			
11070050	0.00	(692.04)	692.04			
Cost Center Total	\$ 0.00	\$ 254,368.34	\$ (254,368.34)			



Project Overview Report (VPAR0094)

REVISED: 9/1/2026

DESCRIPTION:

This report provides an overview of Project data, such as Project Start Date, Project Description, Budget Associations, related Project categories, Project Phase data, Project Distributions, and Project Expenditures to date. The report can be used to monitor and update Project status.

NAVIGATION PATHS:

Projects WorkCenter > Reports/Processes > Project Reports > Project Overview
NavBar > Menu > Project Costing > Reports > Project Overview

RUN CONTROL PARAMETERS:

PC Business Unit
Project ID
LTD Through Fiscal Year
Accounting Period

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Project Overview Report Run Control Page

The screenshot shows the 'Project Overview' report run control page. At the top, there's a header 'Project Overview' with a red underline. Below it, the 'Run Control ID' is 'Proj_Overview'. To the right are links for 'Report Manager', 'Process Monitor', and a 'Run' button. The main section is titled 'Report Request Parameters' and contains four input fields: '*PC Business Unit' with value '50100', '*Project ID' with value '0000095952', '*LTD Through Fiscal Year' with value '2019', and '*Accounting Period' with value '7'. Each field has a search icon. At the bottom left are 'Save' and 'Notify' buttons. At the bottom right are 'Add' and 'Update/Display' buttons.

Project Overview	
Run Control ID	Proj_Overview
Report Manager Process Monitor Run	
Report Request Parameters	
*PC Business Unit	50100 Q
*Project ID	0000095952 Q
*LTD Through Fiscal Year	2019
*Accounting Period	7 Q
Save Notify Add Update/Display	



Screenshot of the Project Overview Report

		Commonwealth of Virginia PROJECT OVERVIEW REPORT		Run Date: 01/24/2020 Run Time: 11:53 00						
Report ID: VPAR0094										
Page No. 1 of 2										
PC Business Unit:	50100									
Project ID:	0000095952									
Ltd Through Fiscal Year:	2019									
Accounting Period:	7									
Start Date:	04/05/2010									
Project Manager:	MITCHELL, DIANE L									
Description:	0029-071-681, P101, R201, CS01									
Overall Project Budget:	\$ 6,900,901.00									
Project Allocations:	\$ 5,756,749.00									
Needed Allocations:	(\$ 1,144,152.00)									
Status	9101	9102	9103	9104	Total					
Start Date	04/05/2010	05/19/2014	04/05/2010	05/09/2016						
Close Date	02/24/2017	09/01/2016	10/30/2016	02/26/2019						
Project Allocations					\$ 5,756,749.00					
Expenditure to Date	\$ 616,525.84	\$ 208,691.50	\$ 0.00	\$ 5,795,385.69	\$ 6,620,603.03					
Remaining Balance					(\$ 863,854.03)					
Project Category	BRDG Strength / Widening Bridges									
PRIM	Primary Construction									
CAP	Identify capitalized VDOT proj									
<u>Distribution Split Basis and Project to Date Expenditure Detail:</u>										
Fund	Program	Department	FIPS	Asset	Agency Use1	Agency Use2	Cost Center	Task	Account	Percentage
04720	603023	13014	143							100.00%
Fund	Program	FIPS	9101	9102	9103	9104				
Highway Construction Fund	Primary Construction									
04720	603004		\$	56,969.04						
Highway Construction Fund	Primary Construction	Pittsylvania								
04720	603004	143	\$	559,556.80						
Highway Construction Fund	Spec State & Federal Programs	Pittsylvania								
04720	603023	143	\$	0.00						



Revenue Management Report

REVISED: 9/1/2026

DESCRIPTION: This report displays Revenue Plans, including the status of these plans and the events associated with them. The report also displays the status of the events and the amount of future revenue.

NAVIGATION PATH:

NavBar > Menu > Customer Contracts > Reports > Revenue Management Report

RUN CONTROL PARAMETERS:

Business Unit
Contract Type
Contract Classification
Sold to Customer
Processing Status
Contract
Contract Admin
Revenue Plan Status
Days Prior to Accounting Date

OUTPUT FORMAT:

PDF
CSV

Screenshot of Revenue Management Report Run Control Page

← Projects WorkCenter

Revenue Management Report

Run Control ID

Revenue_Management

Report Manager

Process Monitor

Run

Contract Options

Business Unit

50100

Contract Type

%

Contract Classification

Standard

Sold To Customer

%

*Processing Status

Active

Contract

%

Contract Admin

Enter a name or leave blank

Revenue Options

Revenue Plan Status

Pending

#Days Prior to Accounting Date

Enter number or leave blank

Save

Notify

Add

Update/Display



Screenshot of the Revenue Management Report

ORACLE

Contracts Revenue Management Report

Page 1 of 8
4/21/2020

Business Unit: 50100 VA Dept of Transportation
Contract Currency: USD

Sold To Customer	Contract	Contract Type	Rev Rec Plan Id	Rev Rec Method	Event Num	Event Type	Event Status	Milestone Event Origin	Ms Nbr	Accounting Date	Revenue Amount
0000003249 FAIRFAX CO	0000001680	A	R101	Milestone	1	Date	Ready			5/21/2015	600,000.00
0000003249 FAIRFAX CO	0000001680	A	R101	Milestone	2	Date	Pending			6/21/2015	0.00
0000003249 FAIRFAX CO	0000001680	A	R102	Milestone	2	Date	Ready			4/16/2015	0.00
0000003249 FAIRFAX CO	0000001680	A	R102	Milestone	1	Date	Ready			3/16/2015	0.00
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	39	Date	Ready			6/30/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	40	Date	Ready			7/31/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	41	Date	Ready			8/31/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	42	Date	Ready			9/30/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	43	Date	Ready			10/31/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	44	Date	Ready			11/30/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	45	Date	Ready			12/31/2020	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	46	Date	Ready			1/31/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	47	Date	Ready			2/28/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	48	Date	Ready			3/31/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	49	Date	Ready			4/30/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	50	Date	Ready			5/31/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	51	Date	Ready			6/30/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	52	Date	Ready			7/31/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	53	Date	Ready			8/31/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	54	Date	Ready			9/30/2021	68,686.67
0000003249 FAIRFAX CO	0000001800	A	R101	Apportmnt	55	Date	Ready			10/31/2021	68,686.67

Note: This report displays Revenue Plans with open events only.



Summary of Financial Activity by Project or Contract Report (RPA105)

REVISED: 9/1/2026

DESCRIPTION:

This report provides the total amount billed and collected for a particular Project or a Customer Contract. The report also provides the status of prepaid amounts and the Project Budget. The report can be used to review Customer Contract data.

NAVIGATION PATHS:

Contracts WorkCenter > Reports/Processes > Contract Reports and Processes > Financial Activity by Proj/Con

NavBar > Menu > Customer Contracts > Reports > Financial Activity by Proj/Con

RUN CONTROL PARAMETERS:

Business Unit
As of Date
Project ID
Contract Number

OUTPUT FORMAT:

PDF
CSV

ADDITIONAL INFORMATION:

The report can be run using either the Project ID or the Contract Number, but not both. The generated results will be similar for either value.

Screenshot of the Summary of Financial Activity by Project or Contract Run Control Page, by Project ID

The screenshot shows the 'Financial Activity by Prj/Cont' report interface. The title 'Summary of Financial Activity by Project or Contract' is displayed. Below the title, there are links for 'Run Control ID', 'Sum_Fin_Actv_by_Proj', 'Report Manager', 'Process Monitor', and a 'Run' button. The 'Report Run Parameters' section contains four input fields: '*Business Unit' (50100), '*As of Date' (01/24/2020), 'Project ID' (0000095952), and 'Contract Number'. The 'Project ID' field is highlighted with a red border. At the bottom, there are buttons for 'Save', 'Notify', 'Add', and 'Update/Display'.



Screenshot of the Summary of Financial Activity by Project or Contract Report, by Project ID



Commonwealth of Virginia
SUMMARY OF FINANCIAL ACTIVITY BY PROJECT OR CONTRACT

Run Date: 01/24/2020
Run Time: 12:18 00

Report ID: RPA105

Page No. 1 of 1

Business Unit 50100
As of Date 01/24/2020
Project ID 0000095952
Contract ID

Overall Project Budget 6,900,901.00
Budget to Date 6,400,424.00
Total Expenditures 6,620,603.03

Contract ID	Billed Amount	Collected Amount	Write-off Amount	SO Invoice Adjustment	Amount Due
0293031	480,000.00	480,000.00	0.00	0.00	0.00
	Prepaid Amount Utilized	Initial Prepaid Amount			Amount Remaining
	0.00	0.00			0.00
Contract Amount	\$480,000.00				

Contract ID	Billed Amount	Collected Amount	Write-off Amount	SO Invoice Adjustment	Amount Due
0293032	207,908.94	207,908.94	0.00	0.00	0.00
	Prepaid Amount Utilized	Initial Prepaid Amount			Amount Remaining
	0.00	0.00			0.00
Contract Amount	\$207,908.94				

Contract ID	Billed Amount	Collected Amount	Write-off Amount	SO Invoice Adjustment	Amount Due
0293033	5,174,732.06	5,174,732.06	0.00	0.00	0.00
	Prepaid Amount Utilized	Initial Prepaid Amount			Amount Remaining
	0.00	0.00			0.00
Contract Amount	\$5,174,732.06				

Suspense Amounts

Exceeded Agreement Amt 313,180.60
Not Yet Billed 0.00
Out of Contract Period 0.00
Advance Construction 0.00

Total Suspense Amt 313,180.60

End of Report

Screenshot of the Summary of Financial Activity by Project or Contract Run Control Page, by Contract Number

Financial Activity by Prj/Cont

Summary of Financial Activity by Project or Contract

Run Control ID Sum_Fin_Actv_by_Proj

Report Manager Process Monitor

Run

Report Run Parameters

*Business Unit 50100

Project ID

*As of Date 01/24/2020

Contract Number 3604017

Save Notify

Add Update/Display



Screenshot of the Summary of Financial Activity by Project or Contract Report, with Contract Number

CARDINAL		Commonwealth of Virginia		SUMMARY OF FINANCIAL ACTIVITY BY PROJECT OR CONTRACT		Run Date: 01/24/2020	
Report ID: RPA105						Run Time: 12:02 00	
						Page No. 1 of 1	
Business Unit	50100						
As of Date	01/24/2020						
Project ID							
Contract ID	3604017						
Contract Type	F						
Customer	0000055002 FEDERAL HIGHWAY ADMINISTRATION						
Total Expenditures	9,471,779.30						
Contract ID	Billed Amount	Collected Amount	Write-off Amount	\$0 Invoice Adjustment	Amount Due		
3604017	6,761,952.00	6,761,952.00	0.00	0.00	0.00		
	Prepaid Amount Utilized	Initial Prepaid Amount	Amount Remaining				
	0.00	0.00	0.00				
Contract Amount	\$6,761,952.00						
<u>Suspense Amounts</u>							
Exceeded Agreement Amt	444,560.00						
Not Yet Billed	0.00						
Out of Contract Period	0.00						
Advance Construction	574,779.30						
Total Suspense Amt	1,019,339.30						
End of Report							



Transaction Relationship Report (RPA145)

REVISED: 9/1/2026

DESCRIPTION:

This report provides information that traces billed amounts from Invoices to the original transaction. The report can be used to provide backup documentation related to Invoices that trace back to the original transaction and to the related Journal Entry.

NAVIGATION PATHS:

Contracts WorkCenter > Reports/Processes > Contract Reports and Processes > Transaction Relationship Rpt

NavBar > Menu > Customer Contracts > Reports > Transaction Relationship Rpt

RUN CONTROL PARAMETERS:

Business Unit
Invoice
Project ID
Contract Number

OUTPUT FORMAT:

PDF
CSV

Screenshot of the Transaction Relationship Report Run Control Page

The screenshot displays the 'Transaction Relationship Rpt' run control interface. At the top, there is a header bar with the title 'Transaction Relationship Rpt'. Below this, a navigation bar includes links for 'Run Control ID', 'Trans_Rel', 'Report Manager', 'Process Monitor', and a 'Run' button. The main section is titled 'Transaction Relationship Report' and contains four input fields: '*Business Unit:' with the value '50100', '*Invoice:' with the value 'FED001691', 'Project ID:', and 'Contract Number:'. Each input field has a search icon. At the bottom left, there are 'Save' and 'Notify' buttons. At the bottom right, there are 'Add' and 'Update/Display' buttons.



Screenshot of the Transaction Relationship Report

Report ID: RPA145

Commonwealth of Virginia
TRANSACTION RELATIONSHIP REPORT

Run Date: 03/03/2020
Run Time: 04:13 00

Page No. 1 of 659

Business Unit: 50100 : VA Dept of Transportation
Invoice: FPD001691
Project ID:
Contract Number:

Contract	Approp	Project ID	Activity	Analysis Type	Voucher	EmplID	Expense	Journal	Accounting Date	Expenditure Amount	Billed Amount
000s177	Q270	0000065542	602	PAY		00265724700			11/30/2016	403.08	\$1,410.78
		0000065542	602	PAY		00265724700			11/30/2016	302.31	403.08
		0000065542	602	PAY		00265724700			11/30/2016	302.31	302.31
		0000065542	602	PAY		00265724700			11/30/2016	302.31	302.31
		0000065542	602	PAY		00265724700			11/30/2016	403.08	403.08
Total										\$1,410.78	\$1,410.78
000s221	LY10	0000080434	688	PAY		00435783800			11/30/2016	167.92	\$ 134.34
		Total									
000s272	L48E	0000103721	930	PAY		00089320100			11/29/2016	127.75	\$1,788.50
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
		0000103721	930	PAY		00089320100			11/29/2016	127.75	127.75
Total										\$1,788.50	\$1,788.50
000s276	HY20	0000100432	64202	PAY		00393213800			11/30/2016	40.32	\$ 0.00
		0000100432	64204	PAY		00502215000			11/30/2016	56.28	32.26
		Total									



Project Accounting nVision Reports

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Financial Summary - Project Expenditure by Activity Report (VPAR106a - nVision)

REVISED: 9/1/2026

DESCRIPTION: This nVision report provides the actual Expenditures by Phase and related Activity for Projects. Actual Expenditure information is provided for current year Accounting Periods, current year, and Project-to-date. The report can be used to monitor Project Expenditures as related to the total Project Budget and to research charges. The report can also be used to determine whether total Project-to-date Expenditures are over or under the budget amount.

NAVIGATION PATH:

NavBar > Menu > myCardinal Financials > Financials Report Retrieval > FIN Report Manager > PROJ EXP ACTIVITY

RUN CONTROL PARAMETERS:

Business Unit
Fiscal Year
Project Number

OUTPUT FORMAT:

Excel version 2007 or higher

ADDITIONAL INFORMATION:

The Project Budget is not reflected at the Activity or Phase level. The Project Budget is reported below all of the individual Phase summaries and is also incorporated in the Project total line.



Screenshot of the Financial Summary - Project Expenditure by Activity nVision Report



Commonwealth of Virginia

Financial Summary - Project Expenditure by Activity

Report ID: PA106ADA

Layout ID: VPAR106A

Scope : PA106ADLYA

Period End: June 30, 2020

Run Date: December 14, 2019

Run Time: 12:34:16 AM

Business Unit: 50100

Project : 0000140430

VA Dept of Transportation

0211-078-631, 6101, C501, B606

Activity	Description	Project Budget	2020-1	2020-2	2020-3	2020-4	Expenditures		Project To Date (Over) Under Project Budget	% of Project Budget Remaining
							Current Year	Project To Date		
3101	Preliminary Engineering Phase	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134,657.73	(\$134,657.73)	0.00%
3102	Right of Way Phase								\$0.00	0.00%
3103	Inc. Construction Phase								\$0.00	0.00%
3104	Construction Phase	\$0.00	\$1,086.00	\$680.70	\$531.36	\$23.72	\$2,381.78	\$1,951,307.35	(\$1,951,307.35)	0.00%
3105	Maintenance Phase								\$0.00	0.00%
3106	Capital Outlay Phase								\$0.00	0.00%
3107	Planning Phase								\$0.00	0.00%
3108	Research Phase								\$0.00	0.00%
3109	Administrative Phase								\$0.00	0.00%
	Project Budget	\$1,346,520.00							\$1,346,520.00	100.00%
Total		\$1,346,520.00	\$1,086.00	\$680.70	\$531.36	\$23.72	\$2,381.78	\$2,085,365.08	(\$139,445.08)	-7.16%