Background:
Funds pre-commitments (FPC) documents are established or used for a funds commitment Document (FCD). The FPC document was developed for Grantor/ezFedGrants (eFG) as a GR document type. A funds commitment document allows a user to obligate budget authority internally for a Funds Commit future spending.

Purpose:
It is crucial that everyone monitor their funds commitment documents (FCD) to ensure that sufficient funds have been set aside to cover invoices. There are multiple ways you can find the information.

- BI Un-liquidated Obligations Detail (ULO) Report
- HANA Spending Detail can also be used, again limiting the Document Type

This document will show you how to get a quick report through ECC.

Roles:
Funds Commitment Evaluator

Process:

Follow this path in FMMI to begin the process: Funds Management > Evaluation > Budget Execution and Distribution > Display Funds Commitment

1. Click on “Select Documents via processing list”
2. Ensure the following fields are completed
   a. Document Header Data:
      i. Doc. Category 40 (Funds Pre-commitment document)
      ii. Document Type GR (Grantor/eFG)
      iii. Company Code USDA (default)
   b. Line Item Data
      i. Controlling Area USDA (default)
      ii. FM Area USDA (default)
      iii. Funds Center Enter your Fund Center or partial using the wildcard (*)
   c. Click on Execute
3. Your report will come up in the default format which includes: DocumentNo (FPC), Itm (line number), DT (document type), Posting Date (date FPC created), Amount (amount established), Open amount (amount remaining on the FPC), Text (text entered at the time of creation)

![Earmarked funds journal](image)

**Note:** If the Amount Open lists $0, a Fund Commitment Document (FCD) has drawn down on the FPC. It does not indicate a payment has been generated. See the Funds Commitment job aid for details.

4. Because this is an EEC report it allows you drill down, fields where the data is underlined can be clicked on to see more information on that item. For example, the DocumentNo field (FPC) is underlined, if you click on this you will go to the FPC/line, where you can then work your way to the “Display Document: Data Entry View”

5. To identify the FCD associated with the FPC, double click on the underline FPC number for Display Detail screen. Press on the “Consumption” button

![Funds precommitment: Display Detail scr](image)
6. The FCD will be listed in the “Trigger document” column

![Earmarked Funds: Display Consumption History](image)

7. Double click on the underlined trigger document to view additional details. An agreement has not been awarded if no trigger document is listed

8. Display Detail screen will appear, press the “Fast Data Entry” button

![Funds commitment: Display Detail scrn](image)

9. Display Overview screen will appear, press the “Header data” button

![Funds commitment: Display Overview scrn](image)
10. A header data box will appear, the ezFedGrants Agreement ID will be listed under the Additional Data section in the “Reference” field

**Note:** In ezFedGrants, the Agreement ID begins with 6. Omit the “GTR-“ when using the Agreement ID to search in eFG