

How to Get a Fund Balance
Using the form FRIGITD

1. Select the form **FRIGITD** from the **Finance Fast Track Menu** on the Main Menu or type **FRIGITD** in the **Direct Access** field and hit **Enter**.
2. Enter your **Grant** number (Fund number preceded by the letter G).
3. **Tab** to the **Fund** field.
4. **Delete** the **Prog**, **Actv**, and **Locn** fields.
5. Click on the **Next Block** icon  or, use **Ctrl-Page Down** if you prefer using your keyboard.
6. The **Adj Budget** column represents your **Total Budget** for the year.
7. The **Activity** column represents the **Actual** revenue and expenditures posted to your Fund.
8. The **Commitments** column represents the **Total Budget** set aside for **Future Obligations**. It includes **Reservations** and **Encumbrances**.
9. The **Available Balance** column represents what you have **Left** to spend.
10. To perform a **New Search**, click the **Rollback** icon  to return to the **Key Block**.

For **MORE INFORMATION** on this form see the [Form Documentation](#)