**Gaining Access to Common Financial System (CFS) & Data Warehouse**

If you would like to receive access to the Common Financial System (CFS) & Data Warehouse to access your grant financial data, you will need to fill out an eSARF. Please follow the directions in the link here:


When filling out the eSARF, select "CFS Finance" and "Inquiry/Data Warehouse" as the database to which you would like access, just like in the screenshot below:

![Application Employee Should Have Access To:](image)

Please also follow up with your MPP that they will need to approve your request so that you can receive access. Once you have access, you will need to click the "Sponsored Programs" Dashboard and then click on the "Manage My Grant" tab. Then you will need to enter in your fund number under the "Fund" box. For one on one assistance and training, you can make an appointment with Sherry Pickering or Socorro Silva in Accounting. The post award team will also gladly assist.