

Reference Resources and Training Information

The **JUN_FY2026** tab in the [FY2026 Monthly Financial Reconciliation Listing](#) includes a listing of all cost centers/projects assigned to you for this month as the reconciler and/or cost center/project manager.

Reconciliation Reports Training

To access training materials and resources for using reconciliation reports, please utilize the following options:

- The [Brightspace Portal](#) provides access to the UTRGV PeopleSoft Academy
- The [UTRGV Training Services Portal](#) offers training for PeopleSoft - GL - Monthly Financial Reconciliation Process, or
- For individual support or questions, contact David Guerra at AccountingandTimeKeepingTraining@utrgv.edu.

Assistance with MFR Reconciliation

If you need help or have questions regarding the Monthly Financial Reconciliation (MFR), please refer to the appropriate contacts:

- Cost Centers: Email AccountingAndReporting@utrgv.edu
- Grant Projects: Email GrantsAccounting@utrgv.edu and/or GrantsAndContracts@utrgv.edu.

Updates for Cost Center/Project Key Members

If you need to update key members for Cost Centers or Grant Projects, follow these procedures:

- Cost Centers: Submit a [Key Member Update](#) request in PeopleSoft.
- Grant Projects: Email the Key Member Update Form from the [Division of Research website](#) (located under *Post-Awards* section) to GrantsAccounting@utrgv.edu.
- Plant Projects: Email the Key Member Update Form from the [Asset Management website](#) (located under the *Forms* section) to AssetsManagement@utrgv.edu.