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# **Budget Basics**

March 17, 2009 9:00 a.m. – 10:15 a.m. 1:15 p.m. – 2:30 p.m.



# Workshop Presenters

- Name: Pat Hoey
   Title: Director, Budget Operations & Analysis
   Contact Information: phoey@illinois.edu (244-0542)
- Name: John Lockmiller
   Title: Director of Budget & Resource Planning, ACES
   Contact Information: <u>jlockmil@illinois.edu</u> (244-2841)
- Name: Suzanne Rinehart
   Title: Assistant Director, Budget Op & Analysis
   Contact Information: <u>srinehar@illinois.edu</u> (333-9526)



# Please ...

- Turn your cell phones to silent.
- Sign the attendance roster.
- Complete the evaluation at the end of the workshop.
- Questions are welcomed at anytime during the presentation.



# Workshop Objectives

- Identify query tools and techniques that will be useful in college and departmental-level budget & resource management
- Discuss deficit reporting and evaluation and present tools useful for identifying deficit situations
- Discuss state funds year-end balance disposition and impact on financial position
- Provide information regarding the distribution and budgeting of ICR funds



## Executive Summary (FGIBDSR)

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## Web for Finance Queries

□ Will access data in the operating ledger only.

Query results are always filtered by the parameters you enter.

Choose operating ledger columns to display.

Create new columns using Banner calculation functionality.

□ Name and save frequently used queries.

Download results into spreadsheet format.



#### UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN · CHICAGO · SPRINGFIELD



#### **Banner Administrative Forms (Banner Client)**

The Banner Administrative Forms component of the UI-Integrate System provides an interface through which you may enter and access UI administrative data. Once connected to Banner Administrative Forms, you can process Human Resources, Finance, Admissions, Financial Aid, Payroll, Records & Registration, and Recruiting transactions.

(NOTE: First-time users should read Frequently Asked Questions regarding Banner Administrative Forms before proceeding directly to the forms interface.)



University of Illinois, Office of Administrative Information Technology Services (AITS)



#### UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN · CHICAGO · SPRINGFIELD



STUDENT & FACULTY SELF-SERVICE

ADMINISTRATIVE APPLICATIONS



#### Administrative Applications

- UI-Integrate/Banner Administrative Forms
- Finance

- Human Resources
- Student Administration
- Other Applications

| Student & Faculty Self-Service || Employee Self-Service || Administrative Applications | | Systems Status || Help || Home |

For more information about the UI-Integrate system, go to: UI-Integrate University of Illinois Enterprise Resource Planning. Send Comments & inquiries to: UI-Integrate

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#### Finance

- Banner Administrative Forms
- P-Card
- Web for Finance
- FAbweb
- Other Finance

| Student & Faculty Self-Service || Employee Self-Service || Administrative Applications | | Systems Status || Help || Home |

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APPLICATIONS

STUDENT & FACULTY SELF-SERVICE
 EMPLOYEE SELF-SERVICE
 ADMINISTRATIVE APPLICATIONS

SYSTEMS STATUS

HELP HOME

#### Self-Service

ATTENTION: FIRST-TIME USERS of UI Enterprise applications! You must obtain your EnterpriseID and set up your Enterprise Password before you can use the applications.

- University of Illinois at Chicago (UIC)
- University of Illinois at Springfield (LIIS)

University of Illinois at Urbana-Champaign (UIUC)

| Student & Faculty Self-Service || Employee Self-Service || Administrative Applications | | Systems Status || Help || Home |

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For access problems, questions, or comments, contact the AITS Help Desk at (217) 333-3102 (Urbana & UIS) or (312) 996-4806 (UIC).

You can also e-mail the AITS Help Desk at helpdesk2@uillinois.edu

Enterprise Application Service, Version 2.0



ILLINOIS AT URBANA-CHAMPAIGN	
Personal Information Financial Aid Employee Finance Registration & Records Account Billing Information Graduation Information	
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Main Menu	
Welcome, John S. Lockmiller, to UI-Integrate Self-Service! Last web access on Mar 02, 2009 at 05:04 pm	
Attention: As a security precaution, never click e-mail or instant messenger links when logged into applications through a browser including Bar	ner Self-Service.
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Registration & Records	
Account Billing Information	
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Budget Development (Annual Budget Cycle)	
Budget Queries	
[ Budget Development   Budget Queries ] RELEASE: 7.2	powered by <b>SUNGARD</b> ' HIGHER EDUCATION



## Query Options in Banner Web for Finance

- Budget Status by Account shows financial data sorted by organization and account.
- Budget Status by Organizational Hierarchy shows financial data for an organization and its lower-level organizations in hyperlinked sections that increase in detail.
- Budget Quick Query Results shows the Adjusted Budget, Year to Date expenses, Commitments, and Available Balance.



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## **Budget Status by Account**

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[ Budget Development   Budget Queries ] RELEASE: 7.2	powered by SUNGARD' HIGHER EDUCATION



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To query, you must enter a Fiscal year, Fiscal period, Chart All data retrieved is fiscal year to tate; however, when you get You may select a Fiscal Period and Year to compare to the req corresponding comparison fiscal period Fiscal year: 2000 Fiscal period Fiscal year: 2000 Fiscal period Commarison Fiscal year: None Comparison Fiscal period Commitment Type: All Chart of Accounts 1 Grant Fund 2002 Activity Organization 483012 Location Grant Account Type Account Accounts Save Query as:	of Accounts and an Organization or Grant colle. where growt, data retrieved is inception to dele. uired Fiscal Period and Year. With this selection, all the details that are retrieved will be placed next to the Click on any field button to find a valid Banner code for your query.
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Chart of Accounts 1 Index						
Fund     200250     Activity						
Organization 483012 Location						
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🕦 You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query. Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments. You can download data to a spreadsheet. Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois. **Report Parameters Organization Budget Status Report** By Account Period Ending Feb 28, 2009 As of Mar 13, 2009 Chart of Accounts 1 University of Illinois - Urbana Commitment Type All Fund 200250 103 Indirect Cost Recovery Program All 483012 Office of Research All Organization Activity All Location All Account Query Results FY09/PD08 Adopted FY09/PD08 Temporary Account Account Title FY09/PD08 Accounted FY09/PD08 Year to FY09/PD08 FY09/PD08 Available Commitments Balance Budget Budget Judget Date 109910 Budget Balance Forward 0.00 20,915.02 20,915.02 0.00 0.00 20.915.02 141700 Membership Dues 0.00 0.00 20,757.00 0.00 (20,757.00)145300 Freight/Express/UPS/Courier 0.00 0.00 0.00 9.26 0.00 (9.26) 0.00 148.76 Report Total (of all records) 0.00 20,913.02 20,910.02 20,700.20 Download All Ledger Columns Download Selected Ledger Columns Save Query as Shared Compute Additional Columns for the query Column 1 Column 2 **Display After Column** New Column Description Operator FY09/PD08 Adopted Budget ¥ FY09/PD08 Adopted Budget ¥ FY09/PD08 Adopted Budget ¥ percent of 🔽 Perform Computation

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To may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query.

Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments.

#### You can download data to a spreadsheet.

Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois.

#### **Report Parameters**

Organization Budget Status Report

By Account

Period Ending Feb 28, 2009

#### As of Mar 13, 2009

Chart of Accounts	1 University of Illinois - Urbana	Commitment Type	All
Fund	200250 103 Indirect Cost Recovery	Program	All
Organization	483012 Office of Research	Activity	All
Account	All	Location	All

#### **Query Results**

Account Account Title	FY09/PD08 Adopted Budget	FY09/PD08 Temporary Budget	FY09/PD08 Accounted Budget	FY09/PD08 Year to Date	FY09/PD08 Commitments	FY09/PD08 Available Balance
109910 Budget Balance Forward	0.00	20,915.02	20,915.02	0.00	0.00	20,915.02
141700 Membership Dues	0.00	0.00	0.00	20,757.00	0.00	(20,757.00)
145300 Freight/Express/UPS/Courier	0.00	0.00	0.00	9.26	0.00	( 9.26)
Report Total (of all records)	0.00	20,915.02	20,915.02	20,766.26	0.00	148.76

Download All Ledger Columns	; _ <b>_</b>	Download Selected Ledger Columns		
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#### **Report Parameters**





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	Period End	ing Feb 28, 20	19			
	As of M	1ar 13, 2009				
Chart of Accour	nts: 1 University of Il	llinois - Urbana	Commitment Type: All			
Fund:	200250 103 Indir	rect Cost Recove	ery Program: All			
Organization:	493012 Office of	Research	Activity: All			
Account:	141700 Members	ship Dues	Location: All			
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RELEASE: 7.2						powered by SUNGARD' HIGHER EDUCATION



	OIS AT URBANA-CHAMPAIGN			
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Personal Information       Financial Aid       Employee       Finance       Registration & Records       Account Billing Information       Graduation Information         Search       Image: Construction information       Image: Construction information       Image: Construction information       Image: Construction information
Search 60 RETURN TO FINANCE MENU SITE MAP HELP EXIT
<ul> <li>Budget Status by Account shows financial data sorted by organization and account.</li> <li>Organizational Hierarchy shows the financial data for an organization and its lower-level organizations in four increasingly detailed sections.</li> </ul>
<ul> <li>Budget Quick shows the Adjusted Budget, Year to Date Expenses, Commitments, and Available Balance.</li> </ul>
Create a New Query
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[ Budget Development   Budget Queries ]
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ILLLINOIS AT URBANA-CHAMPAIGN		
Personal Information Financial Aid Employee Finance Registrat	tion & Records / Account Billing Information / Graduation Information	
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Search Template Research Membership Dues (Personal) retrieved. To query, you must enter a Fiscal year, Fiscal period, Chart of Accounts and All data retrieved is fiscal year to date; however, when you query for a grant, d You may select a Fiscal Period and Year to compare to the required Fiscal Period. Fiscal year: DOB V Fiscal period: DB V VOU may select a Fiscal Period and Year to compare to the required Fiscal Period. Fiscal year: Comparison Fiscal period: DB V VOU may select a Fiscal Period. Fiscal year: Comparison Fiscal period: None V Comparison Fiscal period. None V Comparison Fiscal period. None V Comparison Fiscal period. None V Comparison Fiscal period None V Comparison Fiscal period None V Comparison Fiscal period	an <b>Organization</b> or <b>Grant</b> code. data retrieved is inception to date. iod and Year. With this selection, all the details that are retrieved will be placed next to the c	orresponding comparison fiscal period
RELEASE: 7.2	[ Budget Development   Budget Queries ]	powered by SUNGARD' HIGHER EDUCATION



## **Saving Queries**

- Recommended: Save only personal queries to ensure that your query preferences are always retained.
- You can save the parameters you've chosen as a personal query template to reuse later. To save a personal query, enter a name for the query in the Save Query As field, then click Submit.
- Don't click the Shared checkbox! A shared query can be retrieved, used, and changed by any user with access to Budget Queries and Budget Development. There is no way to distinguish personal queries from shared queries, whereas only you can access your personal queries.



## **Budget Status by Organizational Hierarchy**

I       L       I       N       O       I       S         UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN										
Personal Information Financial Aid Employee Finance Registration & Records Account Billing Information Graduation Information										
Search Go		RETURN TO FINANCE MENU SITE MAP HELP EXIT								
<ul> <li>Choose a query</li> <li>Budget Status by Account shows financial data sorted by organization and account.</li> <li>Organizational Hierarchy shows the financial data for an organization and its lower-level organizations in four increasingly detailed sections.</li> <li>Budget Quick shows the Adjusted Budget, Year to Date Expenses, Commitments, and Available Balance.</li> </ul>										
Create a New Query Type Budget Status by Organizational Hierarchy V Create Query										
Retrieve Existing Query         Saved Query       None         Retrieve Query	♥									
RELEASE: 7.2	[Budget Development   Budget Queries ]	powered by SUNGARD' HIGHER EDUCATION								


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Select the Operating Ledger data columns to display on the report.		
V       Budget Adjustment       Encumbrances         Adjusted Budget       Reservations         Temporary Budget       Commitments         Accounted Budget       Available Balance		
Save Query as: Shared Continue		
RELEASE: 7.2	[ Budget Development   Budget Queries ]	powered by <b>SUNGARD</b> ' HIGHER EDUCATION



ILLLINOIS AT URBANA-CHAMPAIGN	
Personal Information Financial Aid Employee Finance Registration & Records Account I	Billing Information Graduation Information
Search Go	RETURN TO FINANCE MENU SITE MAP HELP EXIT
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🕕 You may select a Fiscal Period and Year to compare to the required Fiscal Period and Year. With this selecti	on, all the details that are retrieved will be placed next to the corresponding comparison fiscal period
Comparison Fiscal year: 1000 Fiscal period: 08 V	
Commitment Type:	Lovel 2 (college code)
Chart of Accounts 1 Index	Level 5 (college code)
Fund 100009 Activity	organization for state funds
Organization KL Location	only
Grant Fund Type	only
Account Type	
Program	
Include Revenue Accounts	
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Submit Query	
RELEASE: 7.2	Budget Queries ] powered by
	SUNGAND HIGHER EDUCATION



🔍 You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query.

Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments.

#### You can download data to a spreadsheet.

Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois.

#### Report Parameters Organization Budget Status Report By Organization Period Ending Feb 28, 2009 You will see the level 4 (KL0) As of Mar 13, 2009 organization code that rolls up to Chart of Accounts 1 University of Illinois - Urbana Commitment Type All Fund 100009 103 FY09 GRF/IF General Funds Program All KL. Click on KL0 and drill down Organization KL Aar Consumer & Env Sciences Activity All All Account Location All into level 5 organizations **Ouerv Results** FY09/PD08 Budget Adjustment Organization Organization Title (departmental codes) KL KLO Agr Consumer & Env Sciences 484,394.40 KL R 484,394.40 Download All Ledger Columns Download Selected Ledger Columns Save Query as Shared Compute Additional Columns for the query Column 1 Operator Column 2 **Display After Column** New Column Description percent of 🔽 FY09/PD08 Adopted Budget FY09/PD08 Adopted Budget ¥ FY09/PD08 Adopted Budget ¥ Perform Computation Another Query [Budget Development | Budget Queries ] RELEASE: 7.2 powered by SUNGARD' HIGHER EDUCATION



🕦 You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query. Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments. You can download data to a spreadsheet. Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois. **Report Parameters Organization Budget Status Report** By Organization Period Ending Feb 28, 2009 As of Mar 13, 2009 Chart of Accounts 1 University of Illinois - Urbana Commitment Type All 100009 103 FY09 GRF/IF General Funds Program Fund All All Organization KL0 Agr Consumer & Env Sciences Acar Account All Location ΔH Query Resents FY09/PD08 Budget Adjustment Organization Organization Title KL0 Agr Consumer & Env Sciences 6 Agr Consumer & Env Ocie 348 ACES Info Tech & Cmc Svcs (41, 361.00)201 Cooperative Extension 290.096.0 416 Agricultural Buildings O & M 50,000.00 452 Agr Consumer & Env Sci Gen (1,653,719.00)470 Agr & Consumer Economics 454,337.00 483 Agr Consumer & Env Sci Admn 431,933.88 538 Animal Sciences 45,164.00 698 Food Science & Human Nutrition 276,403.00 741 Agricultural & Biological Engr (19,546.00)793 Human & Community Development 435,140.00 802 Crop Sciences 72,957.00 875 Natural Res & Env Sci 126,146.52 888 Veterinary Prog in Agr 843.00 Screen too 476,394.40 Running total 476.394 491,394,40 KL0 Rollup Next 15> Download All Ledger Columns Download Selected Ledger Columns Save Query as Shared



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Organization 348005 ITCS-Admin Activity All						
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By Account Type		
Period Ending Feb 28, 2009		
As of Mar 13, 2009		
Chart of Accounts 1 University of Illinois - Urbana Commitment Type All		
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Compute Additional Columns for the query		
Column 1 Operator Column 2 Display After Column New Column Description		
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Organization 348005 ITCS-Admin Activity All									
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20 Academic Salary (40,789.00)									
21     Assistant Salary       22     Staff Salary									
23         Wages         (572.00)									
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Perform Computation									



Compute Additional Columns for the query

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Account All	Location	All		
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211000 Academic Salaries	(4	0.789.00)		
211300 Administrative/Professional Salary		0.00		
211400 Other Academic Salary 211950 Term Sick Leave Academic Salary		0.00		
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	Period Ending	Feb 28, 2009					
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Chart of Account	ts: 1 University of Illinois - Urbana	a Commitment Type: All					
Fund:	100009 103 FY09 GRF/IF Gene	ral Funds Program: All					
Organization:	211000 Academic Salaries	Activity: All					
Fund Type:	All	Account Type: 20 Acader	emic Salary				
rana rype.	<b>D</b> 11	Account Type: 20 Acade	sine oddi,				
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Transaction D	ate Activity Date Document Co	de Vendor/Transaction Description	on Amount – Pule Class Code				
Feb 26, 2009	Feb 26, 2009 BU005912	Umland Kibler Termination Adjust	6,325.00 220				
Jar. 27, 2009	Jan 27, 2009 BU005812	Umland Cash Back 3 months	5,530.00 220				
Jan 27, 2009	Jan 27, 2009 BU005812	Kibler Cash Back 6 months	20,605.00 220				
Jan 27, 2009	Jan 27, 2009 B0005812	Umland Cash Back 3 months	8,295,00,220				
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5an 27, 2009	Oct 02 2008 BU005471	Wypstra Terminal Benefits	14 965 00 220				
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## **Calculating a Customized Field**

1	UNIVERSITY OF ILLINOIS AT	N O I S							
Pers	sonal Information / Fin	ancial Aid Employee	Finance Registra	tion & Recor	ds Account Billing Inf	formation Graduati	on Information		
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Q	You may add calculated co add, remove, and save the <b>Hint</b> Banner doesn't store   <b>Budget Adjustments</b> . You can download data to	lumns to results to add, su sse computed columns to a permanent and temporary a a spreadsheet.	btract, multiply, divide, personal query. adjustments separately,	or calculate a but you can s	percent of any two columns eparate them by computin	. You can name the add g a new column as follow	ed columns and determ s: <b>Budget Adju<del>stm</del>ent</b> :	ine where they are dis minus <b>Temporary Bud</b>	played. You may also I <b>get</b> equals <b>Permanent</b>
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	Period	Ending Feb 28, 2009							
	As	s of har 13, 2009							
Chart	of Accounts 1 University o	of Illinois - Urbana	Commitment Type All						
Fund	100009 103 F	Y09 Funds	Program All						
Acces	int All	s Office	Activity All						
Here	Ant An								
Query Orga	y <i>Results</i> nization Organi Title	/PD08 Adopted	FY09/PD08 Budget Adjustment	FY09/P Budget	D08 Temporary FY09/P Budget	D08 Accounted FY09 Date	/PD08 Year to FY09, Comm	/PD08 FY nitments Ba	09/PD08 Available lance
48300	Dean's Office	865,980.00	45	8.88	458.88	866,438.88	537,359.21	305,771.07	23,308.60
	403007 Planning Office 483015 OR/Global	10,000.00	2.64	8.00 8.00	0.00 32.003.00	10,000.00	2,140.00	0.00 21 841 72	7,001.11
	Connect	33,204.00	2,04	0.00	32,003.00	33,732.00	40,540.40	21,041.72	( 0,000.10)
48300	)6 Rollup	929,264.00	3,10	6.88	32,461.88	932,370.88	580,451.53	327,612.79	24,306 56
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🔍 You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query.

Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments.

#### You can download data to a spreadsheet.

Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois.

#### **Report Parameters**

By Organization

Period Ending Feb 28, 2009

#### As of Mar 13, 2009

Chart of Accounts	1 University of Illinois - Urbana	Commitment Type	All
Fund	100009 103 FY09 GRF/IF General Funds	Program	All
Organization	483006 Dean's Office	Activity	All
Account	All	Location	All

Query F	Results							
Organization Organization Title		FY09/PD08 Adopted Budget	FY09/PD08 Budget Adjustment	FY09/PD08 Temporary Budget	FY09/PD08 Accounted Budget	FY09/PD08 Year to Date	FY09/PD08 Commitments	FY09/PD08 Available Balance
483006	Dean's Office	865.980.00	458.88	458.88	866.438.88	537.359.21	305.771.07	23.308.60
4	83007 Planning Office	10,000.00	0.00	0.00	10,000.00	2,148.89	0.00	7,851.11
4	83015 OR/Global Connect	53,284.00	2,648.00	32,003.00	55,932.00	40,943.43	21,841.72	( 6,853.15)
483006	Rollup	929,264.00	3,106.88	32,461.88	932,370.88	580,451.53	327,612.79	24,306.56





🔍 You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query.

Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments.

#### You can download data to a spreadsheet.

Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois.

Download Selected Ledger Columns

#### **Report Parameters**

Organization	Budget	Status	Report
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By Organization

Period Ending Feb 28, 2009

#### As of Mar 13, 2009

Chart of Accounts	1 University of Illinois - Urbana	Commitment Type	All
Fund	100009 103 FY09 GRF/IF General Funds	Program	All
Organization	483015 OR/Global Connect	Activity	All
Account	All	Location	All

Query Result	5									
Organization Organization Title		FY09/PD08 Adopted Budget	Recurring Bdgt F Transfer /	Y09/PD08 Budget djustment	FY09/PD08 Temporary Budget	FY09/PD08 Accounted Budget	FY09/PD08 Year to Date	FY09/PD08 Commitments	FY09/PD08 Available Balance	
483015	OR/Global Connect	53,284.0	) (29,355.00)	2,648.00	32,003.00	55,932.00	40,943.43	21,841.72	(6,853.15)	
483015 Rollup		53,284.0	) (29,355.00)	2,648.00	32,003.00	55,932.00	40,943.43	21,841.72	(6,853.15)	

Download All Ledger Columns

Save Query as

Shared

#### Compute Additional Columns for the query

Column 1	Operator Column 2	Display After Column	New Column Description	
FY09/PD08 Adopted Budget	percent of Y09/PD08 Adopted Budget	💉 FY09/PD08 Adopted Budget 🛛 🛚		
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You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query. Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: <b>Budget Adjustment</b> minus <b>Temporary Budget</b> equals <b>Permanent</b> <b>Budget Adjustments</b> . You can download data to a spreadsheet. <i>Recommended</i> : Use the <b>Download Selected Leder Columns</b> option because it contains the types of budgets and adjustments most pertinent to the University of Illinois.
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olumn 1 Operator Column 2 Display After Column New Column Description
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You can download data to a spreadsheet. <i>Recommended</i> : Use the <b>Download Selected Leder Columns</b> option because if	t contains the types of budgets and adjustments most pertinent to the University of Illinois.	
Computation removed.		
Report Parameters		
Organization Budget Status Report		
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Period Ending Feb 28, 2009		
As of Mar 13, 2009		
Chart of Accounts 1 University of Illinois - Urbana Commitment Type Al		
Eund 100009 103 EV09 GPE/IE General Eunde Program		
Organization 483015 OB/Global Connect Activity Al		
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483015 OR/Global Connect 53,284.00	(29,355.00)	
483015 Rollup 53,284.00	(29,355,00)	
100010 ((0)dp		
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Column 1 Operator Column 2	Display After Column New Column Description	
FY09/PD08 Accounted Budget 🔽 minus 🔽 FY09/PD08 Temporary Bud	dget 💙 FY09/PD08 Adopted Budget 🛛 🔽 Recurring Budget Ba	
Perform Computation		
Desuming Relat Transfer at Remove Community		
Recurring Bugt Transfer V Reinove Computation		
Another Query		
	[ Budget Development   Budget Queries ]	
RELEASE: 7.2	powere	d by
	SUNG	ARD' HIGHER EDUCATION



💶 You may add calculated columns to results to add, subtract, multiply, divide, or calculate a percent of any two columns. You can name the added columns and determine where they are displayed. You may also add, remove, and save these computed columns to a personal query. Hint Banner doesn't store permanent and temporary adjustments separately, but you can separate them by computing a new column as follows: Budget Adjustment minus Temporary Budget equals Permanent Budget Adjustments. You can download data to a spreadsheet. Recommended: Use the Download Selected Leder Columns option because it contains the types of budgets and adjustments most pertinent to the University of Illinois. Computation added. 1 **Report Parameters Organization Budget Status Report** By Organization Period Ending Feb 28, 2009 As of Mar 13, 2009 Chart of Accounts 1 University of Illinois - Urbana Commitment Type All 100009 103 FY09 GRF/IF General Funds Program Fund All Organization 483015 OR/Global Connect Activity ΑII All Account All Location **Query Results** Organization Organization Title FY09/PD08 Adopted Budget Recurring Bdgt Transfe<mark>r</mark> Recurring Budget Base 483015 OR/Global Connect 53,284.00 (29,355.00 23,929.00 483015 Rollup 53,284.00 (29,355.00) 23,929.00 Download All Ledger Columns Download Selected Ledger Columns Save Ouerv as Shared Compute Additional Columns for the query Column 1 Operator Column 2 **Display After Column** New Column Description FY09/PD08 Adopted Budget FY09/PD08 Adopted Budget ¥ FY09/PD08 Adopted Budget v percent of 💙 Perform Computation **Remove Computation** Recurring Bdgt Transfer 🗸 Recurring Bdgt Transfer Recurring Budget Base Another Query [Budget Development | Budget Queries ] RELEASE: 7.2 powered by SUNGARD' HIGHER EDUCATION



## **Quick Budget Query**

ILLINOIS AT URBANA-CHAMPAIGN	
Personal Information Financial Aid Employee Finance Registration & Records Account Billing Information Graduation Information	
Search Go RETURN TO FINANCE I	MENU SITE MAP HELP EXIT
To query, you must enter a Fiscal year, Fiscal herrich, Chart of Accounts and a data-enterable Organization or Grant code. All data retrieved is fiscal year to date; however, when you query for a grant, data retrieved is inception to date.   riscal year: 2009   Chart of Accounts 1   Index	
[ Budget Development   Budget Queries ] RELEASE: 7.2	powered by SUNGARD' HIGHER EDUCATION



ILLLINOIS AT URBANA-CHAMP	S PAIGN			
Personal Information Financial Aid E	mployee Finance R	egistration & Reco	rds Account Billing Information Graduatio	on Information
Search Go		٩	Module Navigation Links	RETURN TO FINANCE MENU SITE MAP HELP EXIT
<i>Report Parameters</i> Organization Budg	get Status Report			
By Ac Period Ending	count Jun 30, 2009		No data display options	
As of Mar Chart of Accounts 1 University of Illino Fund 200250 103 Indirec Organization 483012 Office of Re Account All	13, 2009 is - Urbana Com t Cost Recovery Prog search Activ Loca	mitment Type All Iram All Vity All tion All	are available with the Quick Budget Query	A quick look at the budget balance available for a particular fund and organization combination.
Account Account Title	Adjusted Budget Y	ear to Date Com	mitments Available Balance	
109910 Budget Balance Forward 141700 Membership Dues 145300 Freight/Express/UPS/Courier	20,915.02 0.00 0.00	0.00 20,757.00 9.26	0.00         20,915.02           0.00         (20,757.00)           0.00         (9.26)	
Report Total (of all records)	20,915.02	20,766.26	0.00 148.76	
Another Query				
RELEASE: 7.2		[Budget D	evelopment   Budget Queries ]	powered by

### ILLINOIS UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN





## **Business Objects Queries**

Query Name	Purpose
Budget Memo Log	View budget transactions (both sides of entry)
Self-Supporting /Gift Cash & Fund Balances	View cash & fund balances for Gift & Self-supporting funds
State & Institutional BBA	View State & Institutional Accounted Budget & BBA
Expenditures by Account Type	View aggregated expenditures by account type
Banner Transaction Detail	View banner transactions

**Download Business Objects Queries: http://www.obfs.illinois.edu (Budgeting)** 



## Budget Memo Log Query Input

Enter or Select Values	X
1. 1 digit COAS code	ОК
2. 2 character College code or %	Cancel
KL	Help
3. 3 digit Department code or % for all 483	Values
4. 4 digit Fiscal Year 2009	
5. 2 digit Starting Period 04	
6. 2 digit Ending Period	
04	



### Budget Memo Log



452000 - Agr Consumer &

452000 - Agr Consumer &

483012 - Office of Research

Env Sci Gen

Env Sci Gen

211000

211000

211000

452001

452001

483025

Courson Recurring Base

Loe Recurring Base 30%

Loe Recurring Base 30%

State

State

General Funds

General Funds

General Funds

General Funds

100009 - 103 FY09 GRF/IF

100009 - 103 FY09 GRF/IF

100009 - 103 FY09 GREAF

<b>T</b>		Tranat	
rem	porary	Transi	ers

12

13

14

240

240

240

1

1

1

KL

KL

KL

452

452

483

Period	Trans Date	Doc	Seq	Rule	COAS	Coll	Dept	Fund	Org	Acct	Prog	Actv	Locn	Desc	Amount
04	10/21/2008	J1047059	1	203	1	KL	483	100009 - 103 FY09 GRF/IF General Funds	483006 - Dean's Office	140000	483002			Refund P0171439-FY08	458.88
			2	203	1	NG	236	100009 - 103 FY09 GRF/IF General Funds	236002 - Cmps Gen-Misc	120000	236006			Refund P0171439-FY08	(458.88)
	10/29/2008	BU005562	1	220	1	KL	483	100009 - 103 FY09 GRF/IF General Funds	483023 - Adv/Development	211400	483007			2261 Courson salary 7/1-11/1/08	12,026.00
			2	220	1	NG	236	100009 - 103 FY09 GRF/IF General Funds	236001 - Campus General	211000	236011			2261 Courson salary 7/1-11/1/08	(12,026.00)

36,079.00

(34,500.00)

34,500.00



## Self-Supporting/Gift Cash & Fund Balance Query Input

Enter or Select Values	X
1. COA	
1	
2. COLLEGE CODE	Cancel
	Help
348	Values
3. FISCAL YEAR	
2009	
4. FISCAL PERIOD	
08	



	Self-Supportir	g & Gift Cash/Fund Bala	nce by Department			
	COAS: 1 Fiscal Year: 2009 College: KL Period: 08					
	Dep	artment: 348				
Department	Fund Type	Fund	Code	Cash	Fund	
348	3E - Service and Storeroom Activities	301014 - 348 Ser ITCS Distrib	Ctr	(12,489.15)	(8,703.27)	
		301213 - 348 Ser ITCS Phot V	id	4,716.77	4,716.77	
		301284 - 348 Ser ITCS Col Nt	wk Sv	42,133.92	42,133.92	
		301303 - 348 Ser ITCS Courie	r Exp	2,232.76	2,232.76	
		301346 - 348 Ser ITCS Telene	t Svc	7,461.81	7,461.81	
		301427 - 348 Ser ACES Mkting Mat 0.00				
		301455 - 348 Ser ACF Printing	Ser	27,467.10	28,912.48	
		301463 - 348 Ser News Pub A	.ff Svc	2,848.08	2,848.08	
		302584 - 348 ITCS Pub Develo	pmentServices	2,639.02	2,639.02	
		302585 - 348 ITCS Web Devel	opment Services	108,054.77	108,054.77	
		302714 - 348 ACF Comp Lab 9	3vcs	24,149.37	24,149.37	
	3E - Service and Storeroom Activities Tota			209,214.45	214,445.71	
	3Q - Departmental Activities	301671 - 348 Rev ITCS Ag Pul	ol	0.00	0.00	
		301679 - 348 Rev ITCS Ext Ne	wslet	15,894.05	15,831.86	
		301684 - 348 Rev ITCS Instr N	lat S	(61,909.73)	(61,909.73)	
		302045 - 348 RevITCS CC Clr	ing	(5,244.22)	(5,244.22)	
		302463 - 348 ITCS Ed Publishi	ng	41,718.32	135,311.14	
	3Q - Departmental Activities Total			(9,541.58)	83,989.05	
	4J-Trust-EndowmentIncome	611587 - 348 ACF Computer U	pgrade	0.01	0.01	
	4J - Trust-Endowment Income Total			0.01	0.01	
348 Total				199,672.88	298,434.77	





## State & Institutional Budget/BBA Query Input

Enter or Select Values	×
1. COAS? 1 2. 2 Character College	OK Cancel
KM 2. and 3 Digit Department or % %	Help Values
3. 4 Digit FY? 2009	
4. 2 Digit PRD? 08	



### State & Institutional BBA Report With Budget Detail

COAS 1

Fiscal Year 2009

College KM Period 08

Department %

College KM - College of Business (State & Institutional Total)

Department	Original	Perm Adj	Temp Adj	Accounted Budget	Expense	BBA B/F Encumb	Encumb	BBA
230 - MBA Program Administration	1,890,700.00		6,776.00	1,897,476.00	1,197,520.16	699,955.84	349,454.54	350,501.30
260 - Finance	6,051,664.00		293,531.60	6,345,195.60	4,191,228.94	2,153,966.66	1,773,593.18	380,373.48
330 - Coll of Business Development	372,800.00			372,800.00	183,060.37	189,739.63	164,077.27	25,662.36
346 - Accountancy	9,664,072.00		1,661,872.99	11,325,944.99	6,630,906.88	4,695,038.11	2,960,551.49	1,734,486.62
432 - Business General	6,268,885.00	(62,000.00)	(441,266.00)	5,765,619.00	703,530.56	5,062,088.44		5,062,088.44
446 - Bureau Economic & Business Res	284,650.00		52,819.38	337,469.38	240,771.77	96,697.61	37,677.97	59,019.64
826 - Ctr Business & Public Policy	250,000.00			250,000.00	27,584.48	222,415.52	10,136.25	212,279.27
847 - Ofc for Information Management	1,441,500.00			1,441,500.00	817,423.35	624,076.65	409,006.50	215,070.15
902 - Business Administration	7,296,046.00		778,094.87	8,074,140.87	5,898,665.26	2,175,475.61	2,562,807.94	(387,332.33)
938 - Executive MBA Program	2,966,000.00		(339,224.00)	2,626,776.00	1,779,906.61	846,869.39	807,681.18	39,188.21
952 - College of Business	3,844,075.00		1,125,893.89	4,969,968.89	2,722,721.89	2,247,247.00	1,344,292.22	902,954.78
979 - Business Career Services	614,201.00			614,201.00	389,857.74	224,343.26	230,265.54	(5,922.28)
State & Institutional Total:	40,944,593.00	(62,000.00)	3,138,498.73	44,021,091.73	24,783,178.01	19,237,913.72	10,649,544.08	8,588,369.64

10 - Current Unrestricted-State Funds

College KM - College of Business (State Total)

Original	Perm Adj	Temp Adj	Accounted Budget	Expense	BBA B/F Encumb	Encumb	BBA
40,740,733.00	(62,000.00)	(45,583.25)	40,633,149.75	24,044,047.29	16,589,102.46	10,482,056.78	6,107,045.68

College KM - College of Business (State Total by Fund)

Fund	Original	Perm Adj	Temp Adj	Accounted Budget	Expense	BBA B/F Encumb	Encumb	BBA
100009	40,740,733.00	(62,000.00)	(45,583.25)	40,633,149.75	24,044,047.29	16,589,102.46	10,482,056.78	6,107,045.68
Total:	40,740,733.00	(62,000.00)	(45,583.25)	40,633,149.75	24,044,047.29	16,589,102.46	10,482,056.78	6,107,045.68

Deficit Balances



## Expense by Account Type Query Input

Enter or Select Values	×
1. COAS? 1 2. COLLEGE?	OK Cancel
KU 3. 4 Digit FY? 2009	Help Values
<ul> <li>4. 2 Digit PRD?</li> <li>14</li> <li>5. 6 Digit Fund Code of Partial Fund and % or %</li> <li>1% </li> </ul>	



### Expense By Account Type & Department

Fiscal Year: 2009 Period: 14

COAS: 1 College: KU Fund: 1%

### 10 - Current Unrestricted-State Funds

### 1A - State Approp-GRF EAF IF

		694 - Law Library	853 - Law	College Total
	12 - Materials and Supplies	12,900.03	116,083.17	128,983.20
	13 - Transportation Services	5,635.79	98,022.50	103,658.29
1 - Non-Personnel	14 - Services	17,357.77	488,265.74	505,623.51
Expenses	16 - Equipment/Software/Capital Lease	10,566.00	17,292.88	27,858.88
	17 - Plant Expenditures			
	18 - Miscellaneous		5,346,164.04	5,346,164.04
1 - Non-Personnel Expenses Total		46,459.59	6,065,828.33	6,112,287.92
	20 - Academic Salary	474,053.94	7,269,745.56	7,743,799.50
	21 - Assistant Salary	35,984.10		35,984.10
2 Personnel Expenses	22 - Staff Salary	144,977.02	952,228.26	1,097,205.28
2 - Personnei Expenses	23 - Wages	25,830.30	67,533.45	93,363.75
	24 - Federal Work Study		1,260.89	1,260.89
	25 - Benefit Costs		4,214.63	4,214.63
2 - Personnel Expenses Total		680,845.36	8,294,982.79	8,975,828.15

1A - State Approp-GRF EAF IF Total

727,304.95

14,360,811.12

15,088,116.07



## Banner Transactions Query Input

Enter or Select Values	
1. Fiscal Year 2009	OK
2. Period	Cancel
3. COA5	Help Values
1 4. 2 char College Code or %	
KL 5. 3 digit Dept or % for all	
802	
2%	
7, 6 digit Org Code or Partial Org and % or % for all %	1
8. 6 digit Program Code or Partial Program and % or % for all %	
9. 6 digit Account Code or Partial Account and % or % for all	
1.0	



### **Transaction Report**

Fiscal Year:2009	Period:08			
COAS: 1	College: KL	Department: 802		
Fund: 2%	Organization: %	Program: %	Account: %	
Section: College				

College Summary KL - Agr Consumer & Env Sciences

Department	Perm Bud	Temp Bud	Accounted Bud	Revenue	Expense	Encumb	Reserv
802 - Crop Sciences		4,078.30	4,078.30	15,835.43	28,078.18	(24,293.97)	0.00
		4,078.30	4,078.30	15,835.43	28,078.18	(24,293.97)	0.00

### Department Summary 802 - Crop Sciences

Fund Type1	Fund Type2	Perm Bud	Temp Bud	Accounted Bud	Revenue	Expense	Encumb	Reserv
20 - Current Unrestricted-Other	2A - Educational and Admin Allowances					(643.61)	(209.36)	
	2C - Institutional Costs Recovered		3,062.00	3,062.00	15,835.43	28,618.40	(24,084.61)	0.00
	2E - Patents Copyrights and Royalties		1,016.30	1,016.30		103.39		
			4,078.30	4,078.30	15,835.43	28,078.18	(24,293.97)	0.00

### 20 - Current Unrestricted-Other

### 2A - Educational and Admin Allowances

### 200201 - 103 Genl Administrative

Doc Туре	Date	Doc	Seq	Rule	Desc	F	0	A	P	A	L	Perm Bud	Temp Bud	Accounted Bud	Revenue	Expense	Encumb	Reserv
INV - Invoice	2/5/2009	12900159	1	INEI - Invoice with Encumbrance	S J Smith Welding Supply	200201	802000	121500	802016							146.53	(146.53)	
	2/21/2009	12929529	1	INEI - Invoice with Encumbrance	S J Smith Welding Supply	200201	802000	121500	802016							7.75	(7.75)	
		12929530	1	INEI - Invoice with Encumbrance	S J Smith Welding Supply	200201	802000	121500	802016							55.08	(55.08)	
INV - Invoice																209.36	(209.36)	
JV - Journal Document	2/10/2009	J1104851	2	100 - JV - Local Funds	JP/12810899 CONTINENTAL CARBONICS	200201	802000	124000	802016							(139.00)		
	2/11/2009	J1106142	2	100 - JV - Local Funds	JP/CONTINENTAL CARB 12869089&088	200201	802000	124000	802016							(175.94)		
	2/11/2009	J1106209	2	100 - JV - Local Funds	JP/GROWMARK I2893434 MITSDARFER	200201	802000	124600	802016							(391.50)		
	2/12/2009	J1106368	2	100 - JV - Local Funds	JP/12900159 SJSMITH STANDING ORDER	200201	802000	121500	802016							(146.53)		
JV - Journal Document																(852.97)		



## How do I get access to Business Objects???

UNIVERSITY OF ILLINOIS CHICAGO · SPRINGFIELD · URBANA-CHAMPAIGN														
Create Reports	View	Reports	ports Download Data Get Help Get Access		About Data	DW Changes	Benefit AboutDS							
Create Custo Reports	m	DEG	CISION SUI	PORT		DS Home   EDDIE   Contact   Search								
Create Reports		CREATE CUSTOM REPORTS												
Getting Started		Find information resources designed to assist you as you create your own custom reports.												
Get Access Define Your Report	Get Access Define Your Report		Getting Started Everything you need to know before you start creating custo reports											
Report Development	Report Development		Templates & Solutions User-submitted templates, starter reports, and DS-authored step- by-step instructions for creating specific types of reports											
Steps Tool Options			Creating Bus Objects Re	siness eports	SS Information for users who wish to create reports using ts BusinessObjects and EDW universes									
Report Develop Responsibilities	er	Cre	eating ODBC R	eports	Information for users who wish to create custom reports using an ODBC tool									
Support & Traini	ing	U	sing Custom R	eports	Find out how to get the most out of the reports you've created, including verifying results, sharing with others, presenting the data, and more.									
Templates & Solut	tions													
Creating Business Objects Reports		Login to EDDIE   Login to EDDIE to begin creating custom Business Objects repo							s reports					
Creating ODBC Reports														
Using Custom Reports														



# **Deficit Balances**

• Deficit balances result in loss of financial flexibility and impair ability of campus to allocate funds in line with strategic goals

 Deficit balances have grown significantly in recent years; utility deficit has been primary factor but total deficits in academic units have increased over 70% in 4 years



- Annual deficit balance report
  - Prepared by OBFS, distributed by Provost Office
  - Includes self-supporting, gift/endowment and institutional funds
  - Balance threshold of -\$10K
- Balance used for deficit evaluation
  - Self-supporting funds: cash balance
  - Gift and endowment: fund balance
  - Institutional funds: net department operating ledger balance



 Institutional funds net department balance excludes balances that have been allocated for specific purposes (e.g., faculty research or start-up funds) – new in FY08

 Deficit balances require completion of plan to eliminate deficit in a period not to exceed three years, with target balances at each yearend (Section 1.7, BFP&P)



 Preliminary deficit report distributed to colleges with results through May

College	Department	FOP	Fund Title	STATE BBA	DEFICIT			
NM - VC for Publi								
	658 - Office of Corporate Relations							
		100008	103 FY08 GRF/IF General Funds	(71,950)				
	658 - Office of Co	(71,950)						
	665 - Ofc VC for Public Engagement 100008 103 EV08 CRE/E General Funds							
		302773	665 CCFD Chancellor Office		(32,848)			
	665 - Ofc VC for	Public Engag	gement Total	202,252	(32,848)			
NM - VC for Publi	130,302	(32,848)						



- Tools for identifying deficits (Business Objects Queries)
  - Self-Supporting/Gift Cash & Fund Balances
  - State and Institutional BBA (period 14 use institutional balances only since these will reflect state fund closing entries).


# State Fund Budget Close

University-level: Required to expend \$743M
 GRF appropriation (UI total) at object level.
 This is OBFS UAFR function.

 Campus-level: State expenditures managed to fully expend available state resources in given year. Available state resources include GRF, income fund and inter-campus transfers. This is OBFS Budget Office function.



# State Fund Budget Close (cont.)

- Unit-level: Year-end state balances generally closed to unit ICR funds; in limited circumstances, positive balances can be carried forward as non-recurring state funds in next year.
- Closing entries recorded in period 14 based on period 12 state BBA. Report sent by Budget
   Office to colleges detailing balances and requesting closing entries.



# State Fund Budget Close (cont.)

 Subsequent fiscal year: Update prior year closing actions following completion of lapse period based on changes in college state BBA.

 At UIUC, closing entries for state funds do not impact state C-FOP balances. Prior year state C-FOPs will continue to show budget balance in subsequent year (one year only).



# State Fund Budget Close (cont.)

 The balances in prior year state C-FOPs should not be considered when evaluating unit financial position as these balances are reflected in other funds through state closing entries.



# **ICR Distribution Topics**

 Historical context: ICR earnings and distribution through the years

• Current ICR distribution methodology

• Potential ICR Distribution Changes



#### **2009 BUSINESS LEADERSHIP CONFERENCE**





# **UIUC ICR Distribution Timeline**

Through FY98	FY99 to FY04	FY05 to present
	UA 8%	
Colle	ege/Department 30%	
Campus Share 62%	College "Budge 62%	et Reform" 52% VCR 10%
\$48.1m	\$24.0m	\$18.2m

Total Earnings: \$90.3m



#### FY07 ICR Permanent Budget by Category (Total = \$86,930,187)





# 30% College-Dept Earnings Share

- Standard distribution is 5% college, 25% department
- Earned ICR accounted for in ICR earnings C-FOP (Program attribute ICR budget type is "E" – Banner Screen FTIFATA)
- In earned ICR C-FOPs, ICR revenue is...
  - automatically distributed daily
  - recorded in revenue account code 308800



# 30% College-Dept Earnings Share (cont.)

- Revenue distributions are determined by the direct charges incurred on each grant, the applicable indirect cost rate and the indirect cost distribution codes
- Earned ICR revenue realization budget adjustments—expense budget adjusted for difference between budget and actual revenue
  - departmental earnings c-fop expenditure budget authority is adjusted either upward or downward by the OBFS Budget Office to reflect the actual revenue earned in account code 308800



#### 2009 BUSINESS LEADERSHIP CONFERENCE

# 30% College-Dept Earnings Share (cont.)

🖆 Oracle Deve Eile Edit Opt (E) 🔊 E) (E) Organization Chart: Fiscal Yea Index:	Image: Chart:       1       Organization:       392016       ICR         Fiscal Year:       08       Fund:       200250       103 Indirect Cost Recovery         Index:       Program:       392055       ICR College(30P)FC2									
Query S	pec Rev pe: Typ	enue Account Both Title	Account Type: Activity: Location: Adjusted Budget	YTD Activity	Commitments	Available Balance				
109910	E	Budget Balance Forward	8,107.20	0.00	0.00	8,107.20				
120000	E	Materials and Supplies	280,491.63	0.00	0.00	280,491.63				
141400	E	Advertising	0.00	0.00	0.00	0.00				
150109	E	Phone Long Distance Call D	0.00	3.43	0.00	-3.43				
		Indirect Cost Recovery Rev								
	$\square$						-			
Dun Ham for D	oto:	Net Total:	1,111,401.17	1,539,912.92	0.00					
Record: 2/5	etai	, Count Query for Orgn. Summa	ry, Dup Rec for Encum. List							



#### 2009 BUSINESS LEADERSHIP CONFERENCE

## 30% College-Dept Earnings Share (cont.)

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	cal Year Ind	lov Eur	d Organizatio	n Accou	ot Drogram	Activity Loc	ation Dr	priod Quoru Tupo	Commit Tupo	
								enou Query Type	comme rype	
1	08	20025	0 392016	120000	392055			s		
									Increase (+) or	
Account	Organizatio	n Program	Activity Date	Туре	Document		Field	Amount	Decrease (-)	
120000	392016	392055	23-JUL-2008	221	BU005299	FY08 FINAL ICR - 3	ABD	139,195.00	+ 4	4 II.
120000	392016	392055	12-JUN-2008	221	BU005136	May 08 ICR earnin	ABD	-117,993.25	<u> </u>	
120000	392016	392055	20-MAY-2008	221	BU005076	April 08 ICR earnir	ABD	-118,372.69	<u> </u>	
120000	392016	392055	30-APR-2008	221	BU004994	March 08 ICR earn	ABD	-103,955.14	•	
120000	392016	392055	30-APR-2008	221	BU004993	February 08 ICR e	ABD	-108,294.95	•	
120000	392016	392055	30-APR-2008	221	BU004992	January 08 ICR ea	ABD	-117,762.91	-	
120000	392016	392055	30-APR-2008	221	BU004991	December 07 ICR	ABD	-115,227.96		
120000	392016	392055	03-MAR-2008	221	BU004828	November 07 ICR	ABD	-123,465.73		
120000	392016	392055	29-NOV-2007	221	BU004554	October 07 ICR ea	ABD	-115,112.28		
120000	392016	392055	19-OCT-2007	221	BU004436	September 07 ICR	ABD	-114,920.87		
120000	392016	392055	28-SEP-2007	221	BU004355	FY07 FINAL ICR - 3	ABD	2,371.00	+	
120000	392016	392055	25-SEP-2007	221	BU004314	August 07 ICR earı	ABD	-143,566.18	-	
120000	392016	392055	25-SEP-2007	221	BU004313	July 07 ICR earning	ABD	-80,031.67	-	
120000	392016	392055	25-SEP-2007	221	BU004312	June-Final 07 ICR (	ABD	-2,370.74	•	
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## 30% College-Dept Earnings Share (cont.)

 Carry-forward balances are based on year-end expense balance available; revenue balance available is not applicable to carry-forward



## **Budget Allocated ICR Portion**

- Annual budget allocation to college of 52% (since FY05) of the previous year's increase or decrease in ICR generation
- Allocated ICR accounted for in C-FOP with ICR budget type of "A" – Banner Screen FTIFATA)
- No ICR revenue distribution to these C-FOPs; no year-end expense adjustment – based on prior year ICR levels



# Possible ICR Distribution Changes

- Differentiation of ICR from F&A recovery and tuition remission for budgeting purposes
- Significant % of tuition remission funds returned to academic home of student in year earned
- Increase in % of F&A earnings distributed on as earned basis with distributions split between department submitting proposal, college and PI home department
- Formulaic adjustment of allocated ICR to be eliminated; allocation will be fixed but subject to review/adjustment as part of budgetary process



# Questions / Concerns?



# **Supplemental Resources**



#### **Banner Forms**

Form	Form Title	Purpose
FGIBDST	Organization Budget Status	Adjusted Budget, YTD Activity, Commitments, Avail Balance
FGITRND	Detail Transaction Activity	View transaction detail
FGIDOCR	Document Retrieval Inquiry	View banner journal vouchers
FOATEXT	General Text Entry Form	View voucher document text
FGIBDSR	Executive Summary	Same as FGIBDST but fund roll-up
FGIBSUM	Organization Budget Summary	Account type roll-up of activity
FGITBAL	General Ledger Trial Balance	Cash & Fund Balance
FGITBSR	Trial Balance Summary	Cash & Current Fund Balance including roll-up ability
FRVINDD	Indirect Cost Distribution	ICR distribution spread



## **Organization Budget Status (FGIBDST)**

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	120000	E	Materials and Supplies	387,223.10	0	.00	0.00	387,223.10	
	121100	E	Office Supplies	0.00	248	.50	0.00	-248.50	
	121300	E	Information Technology Su	0.00	89	.22	0.00	-89.22	
	124900	E	Supplies - Other	0.00	1,264	.68	0.00	-1,264.68	
	126090	E	NC IT Equipment 100-499	0.00	6,736	.00	0.00	-6,736.00	
	127090	E	NC IT Equipment 500-2499	0.00	29,816	.11	0.00	-29,816.11	
	129300	E	Printing - Off Campus	0.00	-25,000	.00	0.00	25,000.00	
	132500	E	Travel Non-Emp Payment to	0.00	499	.45	0.00	-499.45	
	142502	E	Luncheon	0.00	31	.57	0.00	-31.57	
	142900	E	Other General Services	0.00	12,632	.00	0.00	-12,632.00	
	143301	JE	Parking Rental	0.00	5,760	.00	0.00	-5,760.00	
			Net Total:	540,442.42	38,617	.35	0.00	501,825.07	



## Detail Transaction Activity (FGITRND)

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127090	580005	580026	12-NOV-2008	109	AR008598	GSS04733.GS1059	YTD	835.00	+
127090	580005	580026	07-NOV-2008	100F	GSS04736	GS105992.SR2484	YTD	3,660.00	+
127090	580005	580026	06-NOV-2008	100F	GSS04733	GS105926.SR2484	YTD	15,918.00	+
127090	580005	580026	15-SEP-2008	100F	GSS04590	GS103276.SR2473	YTD	4,175.00	+
127090	580005	580026	11-SEP-2008	PIL	PCA0V8CW	CDW Government	YTD	1,517.07	+
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127090	580005	580026	04-AUG-2008	100F	GSS04492	GS101311.SR2473	YTD	1,830.00	+
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127090	580005	580026	22-JUL-2008	109	AR007273	F0120407 APPLY C	YTD	-550.00	•
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### General Text Entry Form(FOATEXT)

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### Executive Summary (FGIBDSR)

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124900	E	Supplies - Other	0.00		1,488.24		0.00		-1,488.24		
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127090	E	NC IT Equipment 500-:	0.00		29,816.11		0.00		-29,816.11		
129300	E	Printing - Off Campus	12,380.00		-12,620.00		0.00		25,000.00		
132200	E	Out State Travel-Empl	0.00		1,125.40		0.00		-1,125.40		
132400	E	Out State Travel-Paym	0.00		740.79		0.00		-740.79		
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## Org Budget Summary (FGIBSUM)

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Account Type	Adjusted Budget	YTD Activity	Commitments	Available Balance					
Revenue	250,000.00	195,612.00	0.00	54,388.00					
Labor	0.00	155.96	0.00	-155.96					
Direct Expenditures	1,884,460.18	372,722.98	0.00	1,511,737.20					
Transfers									
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Net: Revenue minus (Labor + Expense + Transfe	er) -1,634,460.18	-177,266.94							
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## General Ledger Trial Balance (FGITBAL)

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61001	Accounts Payable System - UFAS Conv	0.00	С		0.00	С			
61060	Other Payables - Year-end	871.27	С		0.00	С			
61600	Accrued Payroll	1,118.70	с		0.00	С			
71500	FBal Departmental Activities	35,849.22	с	3:	5,849.22	с			
77000	Beginning Fund Balance	0.00	С		0.00	С			
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## Trial Balance Summary (FGITBSR)





#### FTIFATA – FOAPAL Attribute Query

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#### FTIFATA – FOAPAL Attribute Query

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