

Module: Finance Process: Gen Budget Query Forms Form: FGIBDST

## Version 8.4

March 15, 2010

Organization Budget Status (**FGIBDST**) allows the user to query the status of accounts providing current information on adjusted budget, year to date activity, budget reservations and available balance.You can also view transaction detail.

1.)	Enter FGIBDST in the GO TO field of the General Menu screen of Banner. The following fields must be populated in the key block: <b>Chart, Fiscal Year.</b>
	This form allows for budget query based on <b>Organization</b> , <b>Fund</b> , <b>Program</b> and/or <b>Account</b> combination and is controlled by <b>Fund/Org security</b> .
	A ' <b>Specific Account'</b> can be queried by checking the box and entering an account number. Do not check ' <b>Include Revenue Accounts'</b>
	Execute <b>`Next Block</b>

Index: Query S Include I Commit Ty	: pecifi Revei pe:	c Account nue Accounts	Or Fu Pr Ac Ac Ac Lo	ganization: 23010 V nd: 100001 V ogram: 10 V count: V count Type: V tivity: V cation: V	English perating Instruction	
Account	Туқ	e Title	Adjusted Budget	YTD Activity	Commitments	Available Balance
<mark>6101</mark>	L	Full-Time Faculty-Credit	7,225,399.00	1,833,473.52	4,604,364.92	787,560.5
6105		Visiting Lecturer	319,151.00	78,937.39	11,276.77	228,936.6
6111		Full-Time Faculty-Full Sabbatical	0.00	29,617.88	0.00	-29,617.8
6310		Academic Year Credit - Pool	2,457,318.00	0.00	0.00	2,457,318.0
6311		PT Faculty Credit - Academic Ye	0.00	723,306.08	301,741.04	-1,025,047.1
6312		Overload Credit - Academic Yeal	0.00	50,484.00	21,636.00	-72,120.0
		Summer Credit - Pool	1,088,440.00	0.00	0.00	1,088,440.0
6320		Bent Time Feetably Creatity Commune	0.00	0.00	0.00	0.0
6320 6321		Part Time Faculty Credit - Summe				0.40,000
6320 6321 6322		Full-Time Faculty Credit - Summer	0.00	0.00	249,068.52	-249,068.3
6320 6321 6322 6331		Full-Time Faculty Credit - Summe Part-Time Faculty Credit - Summe Part-Time Faculty Credit - Summe	0.00	0.00	249,068.52	-249,068: -123,873.9
6320 6321 6322 6331 6332		Full-Time Faculty Credit - Summe Full-Time Faculty Credit - Summe Part-Time Faculty Credit - Summe Full-Time Faculty Credit - Summe	0.00 0.00 0.00	0.00 123,873.95 118,320.00	249,068.52 0.00 39,440.00	-249,0683 -123,873.9 -157,760.0
6320 6321 6322 6331 6332 6611		Full-Time Faculty Credit - Summe Full-Time Faculty Credit - Summe Part-Time Faculty Credit - Summe Full-Time Faculty Credit - Summe Ext. Time Curriculum Dev. Project	0.00 0.00 0.00 0.00	0.00 123,873.95 118,320.00 2,253.75	249,068.52 0.00 39,440.00 3,155.25	-249,0683 -123,873.5 -157,760.0 -5,409.0

**Totals** are displayed at the bottom of the screen

There is additional detail available on the Organization Budget Summary (**FGIBSUM**) screen. Place your cursor on a specific account, select "**Options**", then select '**Budget Summary Information**'

2.)

Chart: Fiscal Year: Index: Query Sp Include R Commit Typ	nsac mat   ecific even	tion Detail Information (FGITRN Display Preferences 10 0 C Account ue Accounts Both	D] O FL P1 A1 A1 A1 LC	rganization: 23010 V Ind: 100001 V cogram: 10 V scount: V scount Type: V stivity: V ucation: V	English Operating Instruction	
Account	Тур	e Title	Adjusted Budget	YTD Activity	Commitments	Available Balance
<mark>6101</mark>	L	Full-Time Faculty-Credit	7,225,399.00	1,833,473.52	4,604,364.92	787,560.56
6105		Visiting Lecturer	319,151.00	78,937.39	11,276.77	228,936.84
6111		Full-Time Faculty-Full Sabbatical	0.00	29,617.88	0.00	-29,617.88
6310		Academic Year Credit - Pool	2,457,318.00	0.00	0.00	2,457,318.00
6311		PT Faculty Credit - Academic Ye	0.00	723,306.08	301,741.04	-1,025,047.12
6312		Overload Credit - Academic Year	0.00	50,484.00	21,636.00	-72,120.00
6320		Summer Credit - Pool	1,088,440.00	0.00	0.00	1,088,440.00
6321		Part Time Faculty Credit - Summe	0.00	0.00	0.00	0.00
6322		Full-Time Faculty Credit - Summer	0.00	0.00	249,068.52	-249,068.52
6331		Part-Time Faculty Credit - Summe	0.00	123,873.95	0.00	-123,873.95
6332		Full-Time Faculty Credit - Summer	0.00	118,320.00	39,440.00	-157,760.00
6611		Ext. Time Curriculum Dev. Project	0.00	2,253.75	3,155.25	-5,409.00
		Net Total:	-11,116,015.00	-2,978,793.58	5,230,746.96	
Dup Item for D	)etail	,Count Query for Orgn. Summar	y, Dup Rec for Encum. List			
/Start 🞯	e (		Novell GroupWise   🖉 Ora	acle Application 5 \int 近 Oracle De	eveloper 🖭 Print Screen FGIBD.	000 \$ 2 0 M N 8:

Fiscal Year:	1 V Orga	nization: 23010 .	English Operating	Commit Indicat	tor: Both
Account Type	ı	Adjusted Budget	YTD Activity	Commitments	Available Balance
Revenue Labor		11,109,576.00	2,974,974.24	5,230,682.50	2,903,919
Operations		6,439.00	3,819.34	64.46	2,555
Transfers					
		l		l	
		(			
Net: Revenue minus (Labor + Expense + Trans	fer)	-11,116,015.00	-2.978.793.58		
		t_	Total Commitments:	5,230,746.96	
Press Count Query Hits for Record: 1/4	Organization Budge	t Status	>		
🏄 Start 🞯 🥌 🥹 😭 (	x 🖸 🕑	Novell GroupWise 🦉	Oracle Application S	veloper Mint Screen FGIBD	00 66 ∰⊖® MN

	File Edit Options E File Edit Options E Granizati Transactio Chart: Fiscal Year: Index: Query Specific A Include Revenue Commit Type:	glock Item Record Query     mmory Information (FOIDSUI     on Encumbrances (FOIDSUI     on Detail Information (EGITR)     splay Preferences     T     T     T     Account     e Accounts     Both     T	Tools Help Tools Help 1200 Fu Fu Pr Ac Ac Ac Lo	Image:			S ≚ X
	Account Type	Title	Adjusted Budget	YTD Activity	Commitments	Available Balance	
	<mark>6101</mark> L Fu	ull-Time Faculty-Credit	7,225,399.00	1,833,473	52 4,604,364.92	787,560.56	
	6105 L Vi	isiting Lecturer	319,151.00	78,937	39 11,276.77	228,936.84	
	6111 L Fu	ull-Time Faculty-Full Sabbatical	0.00	29,617.	88 0.00	-29,617.88	1
	6310 L A	cademic Year Credit - Pool	2,457,318.00	0.	00.00	2,457,318.00	
	6311 L PT	TFaculty Credit - Academic Ye	0.00	723,306.	08 301,741.04	-1,025,047.12	
	6312 L O	verload Credit - Academic Year	0.00	50,484	00 21,636.00	-72,120.00	
	6320 L Su	ummer Credit - Pool	1,088,440.00	0.	0.00	1,088,440.00	
	6321 L Pa	art Time Faculty Credit - Summe	0.00	0.	00.00	0.00	
	6322 L Fu	ull-Time Faculty Credit - Summer	0.00	0.	00 249,068.52	-249,068.52	
	6331 L Pa	art-Time Faculty Credit - Summe	0.00	123,873.	95 0.00	-123,873.95	
	6332 L Fu	ull-Time Faculty Credit - Summer	0.00	118,320.	00 39,440.00	-157,760.00	
	6611 L Ex	t. Time Curriculum Dev. Project	0.00	2,253.	75 3,155.25	-5,409.00	
		Net Total:	-11,116,015.00	-2,978,793	58 5,230,746.96		
	Dup Item for Detail,C Record: 1/24	iount Query for Orgn. Summa	ry, Dup Rec for Encum. List     <0SC>	cle Application S	: Developer 🖗 Print Screen FGIB	│ <b>Û Û 쓸 ि ♡ M N</b>	8:53 AM
5.)	Open Purch the remain To see a sp DetailEnc	hase Orders a ing balance. pecific docum <b>umbrance.E</b>	and/or Requisit ent listed - Sel <b>XIT</b> .	ons for this l	and <b>Query</b>	shown here w	vith

	Oracle Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD    Eile Edit Options Block Item Record Query Tools Help    Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD    Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD  Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD    Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD    Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD  Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Developer Forms Runtime - Web: Open > FGIBDST - FGIENCD Image: Second Devef
	Encumbrance: P0009448 The Encumbrance Period:
	Description:     CDW Government Inc     Status:     O     Type:       Date Established:     03-DEC-2009     Balance:     59.46     Vendor:     J0021860     CDW Government Inc
	Item: 0 Document Accounting Distribution         Sequence:       Fiscal Year:       10       Status:       Commit Indicator:       U         COA       Index       Fund       Orgn       Acct       Prog       Actv       Locn       Proj         1       100001       23010       7001       10       Status:       0.00       Balance:       59.46       y
	Transaction Date     Type     Document Code     Action     Transaction Amount     Remaining Balance       00-DEC-2009     PORD     P0009448     59.46     59.46     59.46     59.46
	Press Next Record or Previous Record to scroll accounting/transaction details         Record: 1/1          Image: Constraint of the scroll accounting/transaction details         Record: 1/1          Image: Constraint of the scroll accounting/transaction details         Image: Constraint of the scroll accounting details         Image: Constraint of the s
6.)	Select <b>Options</b> and <b>Transaction Details.</b>

COA Fisc	cal Year Inde	ex Fun 100001	d Organization T	Accou	nt Program	Activity Loc	ation	Period Commit Typ	e
Account	Organization	Program	Activity Date	Туре	Document	Descriț	Field	Amount	Deci
<mark>6101</mark>	23010	10	25-FEB-2010	HGRS	F0030403	HR Payroll 2010 1R 4 C	ENC	-1,9	57.33
6101	23010	10	25-FEB-2010	HGRS	F0030403	HR Payroll 2010 1R 4 C	YTD	1,9	57.33
6101	23010	10	24-FEB-2010	HENA	F0030392	Encumbrance Salaries	ENC	-37,6	16.48
6101	23010	10	24-FEB-2010	HENA	F0030392	Encumbrance Salaries	ENC		0.07
6101	23010	10	10-FEB-2010	HGRS	F0030303	HR Payroll 2010 1R 3 C	ENC	-3,6	18.33
6101	23010	10	10-FEB-2010	HGRS	F0030303	HR Payroll 2010 1R 3 C	ENC	-262,5	86.89
6101	23010	10	10-FEB-2010	HGRS	F0030303	HR Payroll 2010 1R 3 C	YTD	262,5	86.89
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	16,3	03.94
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	24,4	89.62
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	18,9	68.21
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	25,2	98.82
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	34,1	44.69
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	19,6	30.07
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	25,2	14.53
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	18,9	68.21
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	15,9	66.77
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	28,2	.00.12
			(1)			Ð		-	
							Total:		185,9

7.) Each document charged to this account is shown. By clicking Options you can go into the document and/or look at the encumbrance
 Use the Scroll Bar at the bottom of the screen to gain more information about the

document. Exit.

COA Fise	al Year Ind	ex Fun	d Organization	n Accou	nt Program	Activity Loo	ation	Period Commit Type
Account	Organization	Program	Activity Date	Туре	Document	Descriț	Field	Inc Amount De
<mark>6101</mark>	23010	10	25-FEB-2010	HGRS	F0030403	HR Payroll 2010 1R 4 C	ENC	-1,957.3
6101	23010	10	25-FEB-2010	HGRS	F0030403	HR Payroll 2010 1R 4 C	YTD	1,957.3
6101	23010	10	24-FEB-2010	HENA	F0030392	Encumbrance Salaries	ENC	-37,616.4
6101	23010	10	24-FEB-2010	HENA	F0030392	Encumbrance Salaries	ENC	0.0
6101	23010	10	10-FEB-2010	HGRS	F0030303	HR Payroll 2010 1R 3 C	ENC	-3,618.3
6101	23010	10	10-FEB-2010	HGRS	F0030303	HR Payroll 2010 1R 3 C	ENC	-262,586.8
6101	23010	10	10-FEB-2010	HGRS	F0030303	HR Payroll 2010 1R 3 C	YTD	262,586.8
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	16,303.9
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	24,489.6
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	18,968.2
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	25,298.8
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	34,144.6
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	19,630.0
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	25,214.5
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	18,968.2
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	15,966.7
6101	23010	10	09-FEB-2010	HENC	F0030293	Encumbrance Salaries	ENC	28,200.1
			<ul> <li>A 100000</li> </ul>	·, [		D	T-4-1	
							i otal:	18