

Associated Revenue Budget Job Aid

Use for Gift, RTF% and Endowment Funds

Date Created: 09/02/2008

The path to run the query is:

Commitment Control > Review Budget Activities > Budgets Overview

Add new Inquiry name (Up to ten characters – no spaces)

Once you successfully add the inquiry name the Budget Overview Criteria page appears

Insert a description and change the **Ledger Group /Set** field to 'Ledger Inquiry Set' by clicking the down arrow button. Change the **Ledger Inquiry Set** field to 'REVAPPROP' by clicking on the magnifying glass on the right of the field and selecting REVAPPROP.

The time span section should have populated with the proper Ledger Groups and Budget Periods.

In the Chartfield Criteria section, input your Fund and Dept ID in the appropriate fields.

Click on **Search** button below the Inquiry name.

Budget Inquiry Criteria

Budget Overview

Inquiry: FOUNDA Description: foundation

Budget Type

*Business Unit: UMAMH Ledger Group/Set: Ledger Inquiry Set Ledger Inquiry Set: REVAPPROP

View Stat Code Budgets

TimeSpan

*Type of Calendar: Detail Budget Period

Select	Ledger Group	Calendar ID	From Budget Period	To Budget Period	Include Adjustment Period(s)	Include Closing Adjustments
<input checked="" type="checkbox"/>	APPROP	FY	2009	2009	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	REVEST	FY	2009	2009	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ChartField Criteria

ChartField	ChartField From Value	ChartField To	ChartField Value Set	Update/Add
Account	%	%		Update/Add
Dept	A120380109	%		Update/Add
Fund	53800	%		Update/Add

Budget Status

Open
 Closed
 Hold

Look up ChartField Value Set (Alt+S)

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The inquiry above brings back this page with a summary of activity at the top and expenditure (Approp) and revenue (Revest) rows with drilldown (any underlined number) to the Activity Log.

University of Massachusetts Production

Type of Calendar: Detail Budget Period
 Amounts in Base Currency: USD
 Revenue Associated

Return to Criteria Max Rows: 100 Display Options Search

Ledger Totals (2 Rows)

Budget:	0.00	Revenue Estimate:	0.00
Expense:	0.00	Recognized Revenue:	2,916.41
Encumbrance:	0.00	Available Budget:	-2,916.41
Pre-Encumbrance:	0.00	Collected Revenue:	0.00
Budget Balance:	0.00	Uncollected Revenue (Rec-Coll):	2,916.41
Associate Revenue:	2,916.41		
Available Budget:	2,916.41		

Budget Overview Results

		Ledger Group	Account	Fund	Dept	Budget Period	Budget	Expense	Encumbrance	Pre-Encumbrance	Available Budget*	Revenue Estimate	Recognized Revenue
1		APPROP	700899	53800	A120380109	2009	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00	0.00	0.00
2		REVEST	600899	53800	A120380109	2009	0.00	0.00	0.00	0.00	0.00	<u>0.00</u>	<u>2,916.41</u>