Budget inquiries let you view budget balances in the system and are useful to:

- confirm the available balance
- determine if funds are available before requesting budget transfers
- verify if funds were moved
- investigate a budget check exception

*The budget inquiries include:*

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Overview Inquiry</td>
<td>This inquiry displays ledger totals across all selected budgets, for example, all department trusts, as well as detailed ledger amounts for each budget, summarized by a selected budget period or by a range of chartfields.</td>
</tr>
<tr>
<td>Budget Detail Inquiry</td>
<td>Use this inquiry to view a particular combination of chartfields, for example, to view the budget for a particular cost code.</td>
</tr>
<tr>
<td>Activity Log</td>
<td>Use this inquiry to display budget transaction details and to view the associated transaction in the source system, such as a voucher, a requisition, a journal entry and so on.</td>
</tr>
</tbody>
</table>

Budget Overview Inquiry results and Budget Detail Inquiry results allow you to view:

- available budget
- budget checking activity lines
- actual source transactions
- budget exceptions
- associated budgets
- parent-child relationships

To run any of these inquiries:

1. Either create and name a new inquiry, or choose an existing inquiry.
2. Enter the inquiry criteria or confirm the criteria for the existing inquiry.
3. Run the inquiry.