

# Associated Budgets

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# After this webinar you'll...

1

Know how trust budgets are loaded

3

Know how to identify if a revenue transaction is associated

2

Know how to identify if a trust source is associated

4

Know which chartfield string expense budget journals post to

5

Understand the ABC process


# How are trust budgets loaded?

### **In other words, where did my beginning budget balance come from?**

- On some trusts, the Budget Office ran a process to create budget journals to establish the beginning budget.
  - The beginning balance is the amount of carryforward from the previous FY.
- On other trusts, you have to enter a budget journal to establish the beginning balance.

# Loading Budgets: Trusts 1 and 2

## Trust 1 and Trust 2 Expense

Source	Associated Revenue	Steps	Responsible	When?
See Budgeting 101 for source ranges	Yes	<p>The fiscal year-end balance, based on source, fund, and owning dept is loaded as the beginning budget.</p> <ul style="list-style-type: none"> <li>The beginning budget is on the chartfield string as follows: fund, source, account 500100, and owning dept.</li> </ul>	Managed centrally; requires no action by campus	After YE close 
	No	<p>Departments enter budgets via budget journal.</p> <ul style="list-style-type: none"> <li>There is no fund balance carryforward.</li> </ul>	Departments	After 7/1



Business Unit	Journal ID	Journal Date	Ledger Group	Budget Header Status	Description
UNCCH	TRROL00001	07/01/2015	TRUST	Posted	TRUST Year End Roll Forward ch

## Athletics, Student Affairs, and UNC Faculty Physicians Rulesets

Source	Associated Revenue	Steps	Responsible	When?
See Budgeting 101 for source ranges	No	Departments enter budgets via budget journal. <ul style="list-style-type: none"> <li>There is no fund balance carryforward.</li> </ul>	Departments	After 7/1

# Trusts are categorized in two ways

**Trust funds are categorized as either:**

**1 Associated**

**2 Non-associated**



**“Associated” defines a relationship between revenue and expense.**

- Trust funds only
- FY-end fund balance will automatically carryforward as 7/1 budget
- Updates the trust expense budget based on the revenue you receive

**Non-Associated:**

- Balances don't carryforward
- Expense budget not impacted by revenue

**Is it associated?**

## How do I know if my trust is associated?

- Look up the source in the Associated Budgets table

Favorites ▾
Main Menu ▾ > Finance Menu ▾ > Commitment Control ▾ > Define Control Budgets ▾ > Associated Budgets

### Associated Budgets

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

Business Unit: = ▾ UNCCH 🔍

Ledger Group: = ▾ TRUST\_REV 🔍

Search
Clear
Basic Search
Save Search Criteria

If the trust is associated, it's in the table.

**Commitment Control Associated Budgets**

Business Unit: UNCCH      Ledger Group: TRUST\_REV      Associated Expense Budget:

Budget Mapping      Personalize | **Find** | View 100 | [?] | [Grid] | Find

Revenue      Expenditure      [Menu]

Revenue	Fund	Source	Account
TRUST_REV	29100	01056	
TRUST_REV	29100	01056	
TRUST_REV	29100	01057	
TRUST_REV	29100	01057	
TRUST_REV	29100	01098	
TRUST_REV	24100	14225	

**Click on Find.**

The page at <https://ccfs.unc.edu> says:

Enter search string:

50651

OK      Cancel

**Enter the source you want to search for, and click OK.**

If the source is found, you'll see it on the top line.

**Commitment Control Associated Budgets**

**Business Unit:** UNCCH **Ledger Group:** TRUST\_REV **Associated Expenditure Budget:** TRUST\_REV

**Budget Mapping** [Personalize](#) | [Find](#) | [View 100](#) | [Print](#) | [Calendar](#) [First](#) [Previous](#) [Next](#) [Last](#)

**Revenue** **Expenditure** [List](#)

Revenue	Fund	Source	Account	Dept	Program	Cost Code 1	Cost Code 3	Budget Period
TRUST_REV	29200	50651		311200				2016
TRUST_REV	29200	50651		311200				2015

Be sure to check the Budget Period column. The source is associated only if there is a row with Budget Period 2016.

You'll get this message if the source is not associated.

**Commitment Control Associated Budgets**

**Business Unit:** UNCCH **Ledger Group:** TRUST\_REV **Associated Expenditure Budget:**

**Budget Mapping** Personalize | Find | View 100 | Find

**Revenue** **Expenditure**

Revenue	Fund	Source	Account	Dept	Program	Cost Code 1	Cost Code 3	Budget Period
TRUST_REV	29100	01056		284000				2016
TRUST_REV	29100	0						
TRUST_REV	29100	0						
TRUST_REV	29100	0						
TRUST_REV	29100	0						
TRUST_REV	24100	1						

**Message**

Search string not found. (126,40)

The specified value was not found in any visible field of any row of the current scroll.

OK

The association is based on the combination of Fund—Source—Dept—Program listed in the table

- Account and cost codes don't affect association

## Commitment Control Associated Budgets

Business Unit: UNCCH

Ledger Group: TRUST\_REV

Associated Expenditure E

Budget Mapping

Personalize | Find | View 100

Revenue

Expenditure

Revenue	Fund	Source	Account	Dept	Program	Cost Code 1	Cost Code 3
TRUST_REV	28200	71426		200100			
TRUST_REV	29100	15116		200100	10001		

BLANK MEANS

BLANK MEANS  
**BLANK**

## Which revenue transactions are associated?

Budget Mapping					
Revenue	Expenditure				
Revenue	Fund	Source	Account	Dept	Program
TRUST_REV	28200	71426		200100	

Chartfields used	Associated?
28200-71426-4XXXXXX-200100	Yes
28200-71426-4XXXXXX-200100-10001	No
28200-71426-4XXXXXX-200300	No



## Which transactions are associated?

Budget Mapping					
Revenue	Expenditure				
Revenue	Fund	Source	Account	Dept	Program
TRUST_REV	29100	15116		200100	10001


Chartfields used	Associated?
29100-15116-4XXXXXX-200100	No
29100-15116-4XXXXXX-200100-10001	Yes
29100-15116-4XXXXXX-200300-10001	No

ABC

## What is ABC?

- Automatic Budget Create
- A process that updates a trust expense budget based on the revenue you receive
- Applies only to sources in the Associated Budgets table

### How does ABC work?

- 
- Four blue downward-pointing chevrons are positioned to the left of the list items, indicating a sequential process.
- Revenue transaction entered (deposit, data collect batch, etc.)
  - Transaction hits Recognized ledger
  - Automated process runs nightly to check for new transactions in the Recognized ledger
  - Expense budget journals created for sources with associated budgets.

Expense Ledger	Amount	Revenue Ledger	Amount
Budget	<del>-\$0</del> \$3000	Revenue Estimate	\$0
Pre-Encumbrance	\$0	Recognized	\$3000
Encumbrance	\$0	Collected	\$0
Expense	\$1000		
Budget Balance	<del>-\$1000</del> \$2000		
Associated Revenue	\$0		
Available Budget	<del>-\$1000</del> \$2000		

On applicable trusts, recognized revenue triggers the creation of an expense budget journal, increasing the Budget Balance.

# Finding an ABC budget journal

## Use these filters when you search for an ABC budget journal

[Favorites](#) ▾   
 [Main Menu](#) ▾ >   
 [Finance Menu](#) ▾ >   
 [Commitment Control](#) ▾ >   
 [Budget Journals](#) ▾ >   
 Enter Budget Journals

### Enter Budget Journals

Enter any information you have and click Search. Leave fields blank for a list of all values.

▽ Search Criteria

Business Unit:	= ▾	UNCCH		Always UNCCH
Journal ID:	begins with ▾	ABC		Enter just ABC
Journal Date:	= ▾			
UnPost Sequence:	= ▾			
Budget Header Status:	= ▾			
Description:	begins with ▾			
User ID:	begins with ▾			Clear your onyen

☐ Case Sensitive

[Basic Search](#) [Save Search Criteria](#)

# Finding an ABC Budget Journal

**Date is the key!**

Search Results

View All First ◀ 1-12 of 12 ▶ Last

Business Unit	Journal ID	Journal Date	Ledger Group	Budget Header Status	Description	User ID
UNCCH	ABC0000001	07/02/2015	TRUST	Posted	Auto Budget Create	UNC_FS_CYBERMATION_FIN_KK
UNCCH	ABC0000001	07/06/2015	TRUST	Posted	Auto Budget Create	UNC_FS_CYBERMATION_FIN_KK
UNCCH	ABC0000001	07/09/2015	TRUST	Posted	Auto Budget Create	UNC_FS_CYBERMATION_FIN_KK
UNCCH	ABC0000001	07/10/2015	TRUST	Posted	Auto Budget Create	UNC_FS_CYBERMATION_FIN_KK
UNCCH	ABC0000001	07/13/2015	TRUST	Posted	Auto Budget Create	UNC_FS_CYBERMATION_FIN_KK
UNCCH	ABC0000001	07/14/2015	TRUST	Posted	Auto Budget Create	UNC_FS_CYBERMATION_FIN_KK

It's the date that makes the journal ID unique.



# Finding an ABC Budget Journal

There is one journal created each night for all of campus.

Budget Header Budget Lines Budget Errors

Unit: UNCCH Journal ID: ABC0000001 Date: 07/09/2015

\*Process: Copy Journal

Header Status: Not Required

Personalize Find View 100 First 1-50 of 109

Chartfields and Amounts Base Currency Details

Line	Ledger	Budget Period	SpeedType	Fund	Source
2	TRST_EX_BD	2016		24100	14256
3	TRST_EX_BD	2016		24100	14263
4	TRST_EX_BD	2016		24100	14285
5	TRST_EX_BD	2016		24100	14296
6	TRST_EX_BD	2016		24100	15035

The page at <https://fs.cc.unc.edu> says:

Enter search string:

46614



OK Cancel

Click on Find.

Enter the source  
you want to search  
for, and click OK.





If the source is found, you'll see it on the top line.

▼ Lines

Personalize | Find | View 100 |   First 53-102 of 109

Chartfields and Amounts

Base Currency Details

Line▲	Ledger	Budget Period		Fund	Source▲	Account	Dept	Program	Cost Code 1	Set Option.
85	TRST_EX_BD	2016		29500	46614	500100	412099			<div>Set Opt</div>
86	TRST_EX_BD	2016		29200	46629	500100	411601			<div>Set Opt</div>
87	TRST_EX_BD	2016		29200	46630	500100	420101			<div>Set Opt</div>
89	TRST_EX_BD	2016		29200	46664	500100	452200			<div>Set Option.</div>

**Where does the expense budget  
journal post?**

## Remember the source on the Revenue tab?

**Commitment Control Associated Budgets**

**Business Unit:** UNCCH **Ledger Group:** TRUST\_REV **Associated Expenditure Budget:** TRUST\_REV

**Budget Mapping** [Personalize](#) | [Find](#) | [View 100](#) | [Print](#) | [Calendar](#) [First](#) [Previous](#) [Next](#) [Last](#)

**Revenue** **Expenditure** [Filter](#)

Revenue	Fund	Source	Account	Dept	Program	Cost Code 1	Cost Code 3	Budget Period
TRUST_REV	29200 <a href="#">Search</a>	50651 <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	311200 <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	2016
TRUST_REV	29200 <a href="#">Search</a>	50651 <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	311200 <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	<input type="text"/> <a href="#">Search</a>	2015

**After you find the source on the Revenue tab, click on the Expenditure tab to see the chartfield string the expense budget journal posts to.**

Commitment Control Associated Budgets

Business Unit: UNCCH      Ledger Group: TRUST\_REV      Associated Expenditure Budget: TRUST

Budget Mapping      Personalize | Find | View 100 | First 3947-3956

Revenue      **Expenditure**

Expense	Fund	Source▲	Account	Dept	Program	Cost Code 1	Cost Code 3	Budget Per
TRUST	29200	50651	500100	311200	10000			2016
TRUST	29200	50651	500100	311200	10000			2015
TRUST	29200	50652	500100	428201				2015
TRUST	29200	50652	500100	428201				2016

**Again, be conscious of the Budget Period column.  
The row with Budget Period 2016 is the row that counts!**

# Questions?