Commitment Control Ledger Group Changes for Budget Period 2018

What's New for Budget Period 2018?

Beginning with budget period 2018 the budget ledger groups are being simplified. The F&A, State, and Trust budget ledger groups are now combined into new FAST-related ledger groups. FAST stands for F&A (FA), State (S), and Trust (T). By combining the ledger groups, the budget team reduced the number of ledger groups from 18 to 7. The simplification improves system performance, reduces complexity, and reduces the amount of data the system needs to manage. Also, nine of the State budget rollup accounts were consolidated under other existing rollups to simplify budgeting.

If you'd like to skip to a particular section, click one of the links below:

- Budget Journals and Transfers
- Changes to State Budgeting Accounts
- Budgets Overview Inquiry in ConnectCarolina
- Changes in InfoPorte

Who is Affected by This Change?

Most of the changes are behind the scenes, but if you enter budget journals and transfers, you will need to choose the new ledger groups on those transactions. If you run budget inquiries or reports in ConnectCarolina or InfoPorte, you'll see some changes to the filtering options. The following pages describe these changes in more detail.

Budget Journals and Budget Transfers

There are three important things to do when creating budget journals and transfers in budget period 2018:

- If you are budgeting for F&A, State, or Trust funds, be sure to use one of the new FAST-related ledger groups.
- Even for Trust funds, select the correct Parent Budget Entry Type.
- Don't combine F&A, State, and Trust fund entries on the same budget journal or budget transfer, even though the system will let you do that.

Prior to July 1st, you'll still use the existing F&A and State ledger groups for budget period 2018 budgeting. Those budget journals and transfers will be converted to the FAST-related ledger groups the evening of June 30.

Next year's Trust budgets can be entered any time after July 1.

The New Ledger Groups

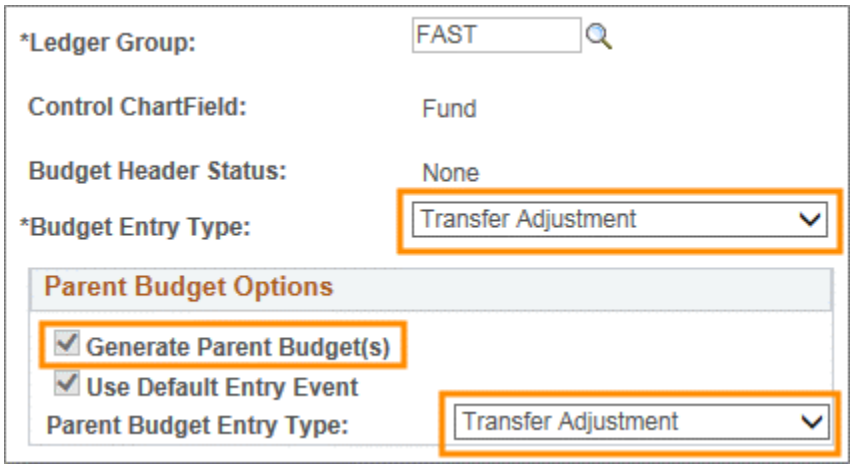
When creating budget journals and budget transfers in budget period 2018, you'll need to choose one of the new FAST ledger groups from the Ledger Group lookup:

UNCCH	FAST	F&A, State, Trst Exp Comb
UNCCH	FAST_PAR	F&A, State, Trst Exp Par Comb
UNCCH	FAST_REV	F&A, State, Trst Revenue Comb

You'll use the FAST ledger group for expense budget transactions and the FAST_REV ledger group for revenue budget transactions. FAST_PAR is used exclusively by the Office of Budget Planning & Analysis (BP&A).

Parent Budget Options

After choosing the ledger group, you'll choose the Budget Entry Type and the Parent Budget Entry Type. No matter what type of funds you are working with, you need to make sure the types match. While Trust funds don't have a parent-child relationship, the system requires you to choose a parent budget entry type because the F&A, State, and Trust ledgers are all combined into the FAST ledger group. The Generate Parent Budget(s) check box will be marked automatically.

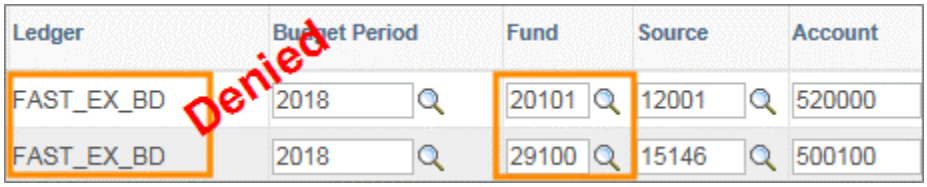


Use Only One Fund Type Per Journal

Once you've chosen your ledger group and entry type, you'll then enter the chartfield strings for your budget journal or budget transfer. When you choose FAST or FAST_REV, you can choose to do a budget journal or transfer for either F&A, State, or Trust funds. Only work with one type of fund per budget journal or transfer. While the system will let you combine different types of funds on your journals, journals with different fund types will be denied since those journals have different approval routes. For example, journals with State funds might route to BP&A, while journals with Trust funds must be approved by Accounting Services.

The budget journal below is an example of a budget journal that will be denied by an approver. Both lines use the new FAST_EX_BD ledger (FAST expense budget ledger), but the first line uses a State fund (20101) and the second line uses a Trust fund

(29100). The system lets you successfully budget pre-check and submit this journal, but each of these chartfield strings has a different approval route. The journal will be denied and you'll need to create two separate budget journals, one for the State budget line and one for the Trust budget line.



Changes to State Budgeting Accounts

As part of simplifying the way we budget with State funds in ConnectCarolina, nine accounts are being removed as budget rollups. Consolidating these accounts will simplify budgeting because there are nine fewer accounts on which you need to budget. The chart below shows the account that is currently being used for budget period 2017 and the account you will use for budgeting for budget period 2018 onward. The accounts in the left column will be invalid on July 1, 2017.

Account used on STATE	Account used on FAST
511000	511100
512000	512100
513000	513100
514100	514000
514500	514000
517000	520000
521110	520000
521210	520000
581110	580000

Budgets Overview Inquiry in ConnectCarolina

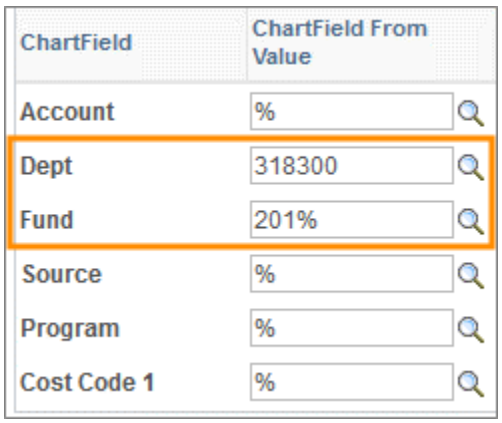
The Budgets Overview Inquiry in ConnectCarolina has a few changes you need to be aware of when running inquires for budget period 2018. You can refer to the Campus Budgets Student Guide found on ccinfo.unc.edu for detailed instructions on running this inquiry, but if you're already familiar with it, you can just read on to see what's changed for budget period 2018.

When you run a Budgets Overview Inquiry, the first thing you choose is the Ledger Group. This is where you will see the biggest change. In addition to seeing the previously existing ledger groups, you will see the new FAST, FAST_PAR, and FAST_REV ledger groups.

Ledger Group	Description	Ledger Group Type
CI_KK_BUDG	Capital Improvements KK Budget	Expense
COST_CODE	Cost Code Expense Budget	Expense
COST_CODE2	Cost Code 2 Expense Budget	Expense
COST_CODE3	Cost Code 3 Expense Budget	Expense
DETAIL	Detail Budget	Expense
F&A	F&A Expense Budget	Expense
F&A_PAR	F&A Expense Parent Budget	Expense
F&A_REV	F&A Revenue Budget	Revenue
FAMODET	Finance&Admin Mthly Exp Budget	Expense
FAMODET_RV	Finance&Admin Mthly Rev Budget	Revenue
FAST	F&A, State, Trst Exp Comb	Expense
FAST_PAR	F&A, State, Trst Exp Par Comb	Expense
FAST_REV	F&A, State, Trst Revenue Comb	Revenue
OSR	Contracts/Grants Exp Child Bud	Expense
OSR_PAR	Contracts/Grants Exp Par Budg	Expense
PROGRAM	Program Expense Budget	Expense
STATE	State Expense Child Budget	Expense
STATE_PAR	State Expense Parent Budget	Expense
STATE_REV	State Revenue Budget	Revenue
TRUST	Trust Expense Budget	Expense
TRUST_REV	Trust Revenue Budget	Revenue

The old F&A, State, and Trust ledger groups are still there because you'll need them for inquiries on budget period 2017 and previous years. You'll use the new FAST-related ledger groups for your F&A, State, and, Trust budget period 2018 inquiries. You'll use the new FAST ledger group for expense budget inquires. For revenue inquiries, you'll use the FAST_REV ledger group. If you are an MOU lead or otherwise need to look at the parent budgets for your school or division, you'll use the FAST_PAR ledger group.

Because the new ledgers combine State, F&A, and Trust, you'll need to pay close attention to the chartfield criteria you use to limit your results. For example, if you choose the FAST ledger group and filter just on your department number, you'll get a listing of all the F&A, State, and Trust chartfield strings for your department. However, if you use your department number and enter 201% in the Fund field, the system will only bring back Academic Affairs-related State transactions for your department. The % symbol is a wildcard character, so in this example the system returns any funds that begin with 201.



It's strongly recommended that you create brand new inquiries to use with the FAST-related ledger groups. You can keep your old ones for historical inquiries, when you need to review budgets from last year or earlier.

Program and Cost Code Budgets

For budget period 2018, the Available Budget for program and cost codes will not reflect the pre-encumbrances, encumbrances, or expenses against that budget. Therefore, your available budgets will be incomplete for these using Budgets Overview.

In the example below, we ran a Budgets Overview inquiry for program C1302. The first picture shows what the results look like today and the second picture shows what they'll look like beginning with budget period 2018.

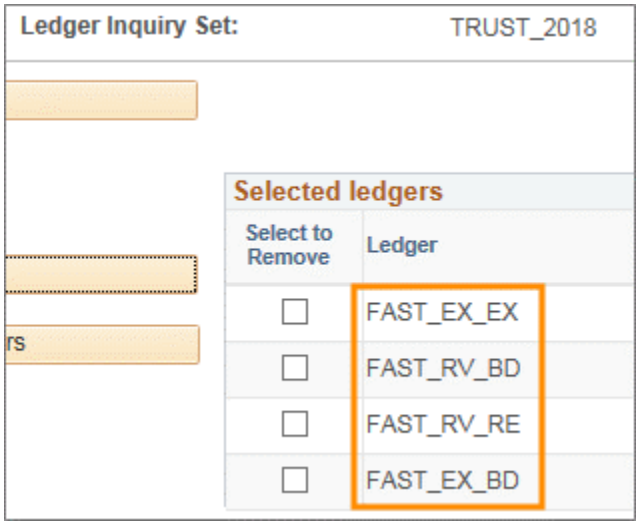
Old Way

New Way

In order to get an accurate budget balance, as well as see the relevant pre-encumbrances, encumbrances, expenses, and revenues you'll need to use the Program/Cost Code tabs in InfoPorte.

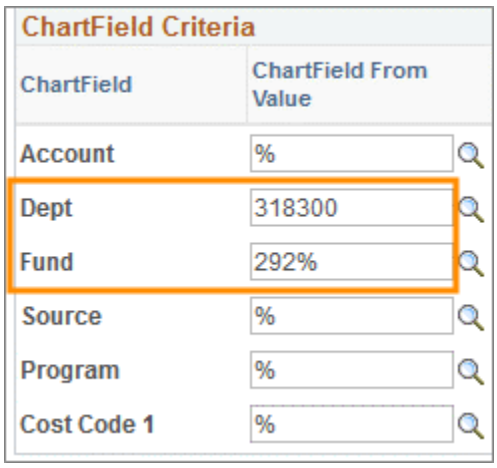
Using a Ledger Inquiry Set

You can still compare related budgets using a ledger inquiry set, such as comparing a Trust expense budget side-by-side with a Trust revenue budget. In the example below, we created an inquiry set called Trust 2018 and we've chosen the FAST expense budget ledger (FAST_EX_BD), the FAST expense ledger (FAST_EX_EX), the FAST revenue budget ledger (FAST_RV_BD), and the FAST recognized revenue ledger (FAST_RV_RE). This lets us compare our Trust expense budgets and expenses along with our Trust revenue budgets and recognized revenue.



Now when we run our Budgets Overview inquiry, we'll use the new TRUST_2018 ledger inquiry set we created instead of a ledger group:

Since the FAST ledgers we added to our inquiry set encompass F&A, State, and Trust, we'll need to enter additional criteria to limit our results to just Trusts as in the example below:



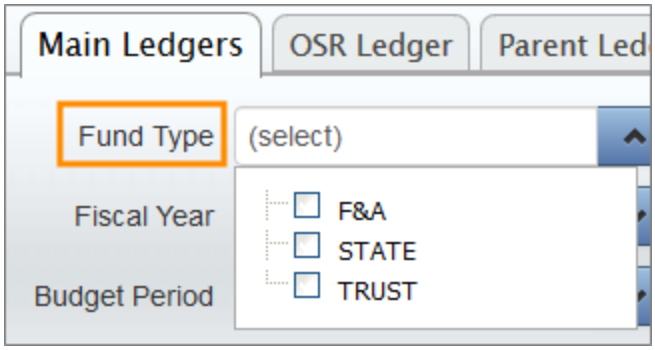
Remember that the % symbol is a wildcard character, so the system returns budget information for all of department 318300's Trust funds that begin with 292. For more information on budget inquires and ledger inquiry sets, see the Campus Budgets Student Guide found on ccinfo.unc.edu.

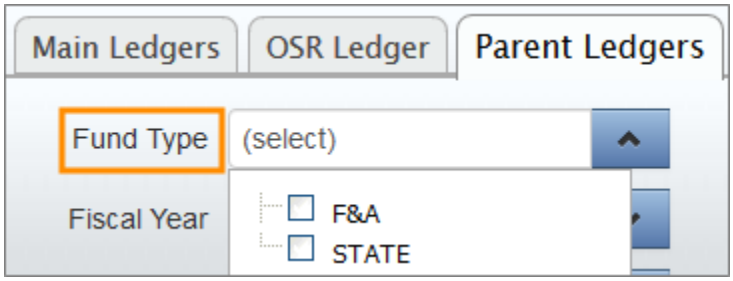
Changes in InfoPorte

You won't notice that much of a difference in InfoPorte. The budget period 2018 budget changes affect InfoPorte just like ConnectCarolina, but they are less visible.

Changes to the Main Ledgers and Parent Ledgers Tabs

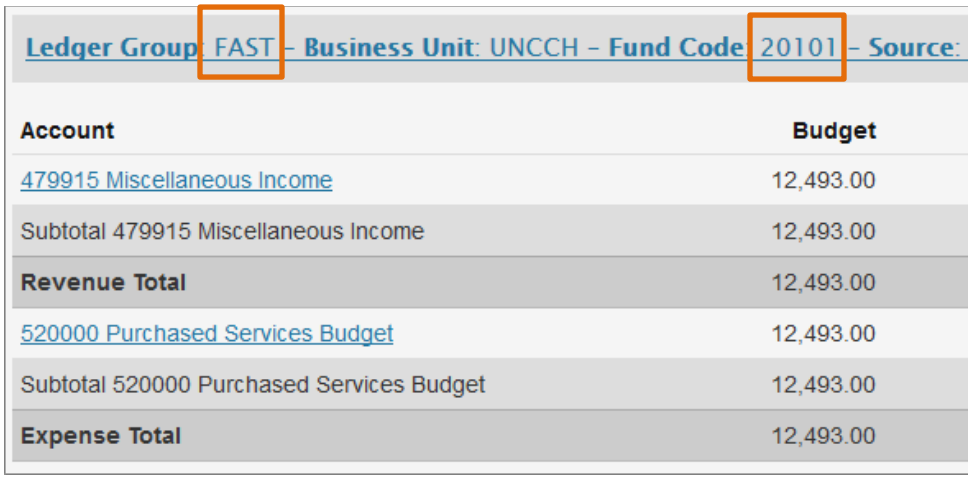
Starting with budget period 2018, the field where you select the type of funds you want to see will be labeled "Fund Type" instead of "Ledger" on the Main Ledgers and Parent Ledgers tabs.





The options in the field are the same and you'll still choose F&A, State, or Trust on the Main Ledgers tab. On the Parent Ledgers tab, you'll still choose F&A or State. Trust is not included on the Parent Ledgers tab because Trusts don't have a parent-child relationship.

When you run a report for budget period 2018, you'll see the new FAST ledger group referenced in the chartfield strings, instead of F&A, State, or Trust. Those with a good familiarity of chartfield strings can look to the fund code of the string and identify the type of fund by the first three digits. In the example below, you can tell that this chartfield string is for State funds because the fund code begins with "201."

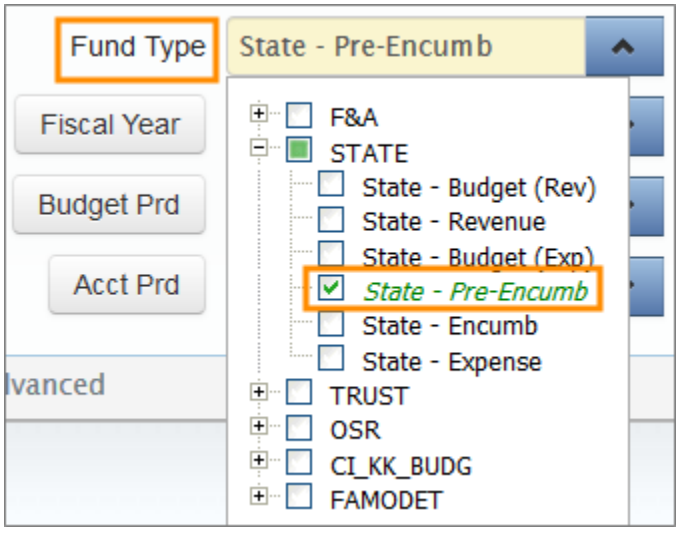


Ledger Group: FAST – Business Unit: UNCCH – Fund Code: 20101 – Source:

Account	Budget
479915 Miscellaneous Income	12,493.00
Subtotal 479915 Miscellaneous Income	12,493.00
Revenue Total	12,493.00
520000 Purchased Services Budget	12,493.00
Subtotal 520000 Purchased Services Budget	12,493.00
Expense Total	12,493.00

Changes on the Transactions Tab

On the Transactions tab, the Ledger field has been renamed Fund Type as well. Additionally, the fund types have been re-ordered and the ledger names are easier to understand. Instead of having to remember that STAT_EX_PR is the pre-encumbrance ledger, the system now displays State - Pre-Encumb.



When you run a report for budget period 2018, you'll see the new FAST ledger referenced in the Ledger column, instead of F&A, State, or Trust.

Bus Unit	Ledger	Fund	Source	Dept ID	Account
UNCCH	FAST_EX_BD	20101	12001	318300	511100
	Acct Total				
UNCCH	FAST_EX_EX	20101	12001	318300	511120
UNCCH	FAST_EX_EX	20101	12001	318300	511120
UNCCH	FAST_EX_EX	20101	12001	318300	511120

For historical inquiries into budget period 2017 and previous periods, you'll see the old ledger groups in the results. In the example below, STAT in the ledger column tells you that you are looking at a State ledger.

Bus Unit	Ledger	Fund	Source	Dept ID	Account
UNCCH	STAT_EX_EX	20101	12001	318300	511120
UNCCH	STAT_EX_EX	20101	12001	318300	511120
UNCCH	STAT_EX_EX	20101	12001	318300	511120
UNCCH	STAT_EX_EX	20101	12001	318300	511120
	Acct Total				

Program/Cost Code Tab Changes

The filters on the Program/Cost Code tabs haven't changed, but the Expenses column on the reports has been renamed Revenue/Expenses, because these reports now include revenue. When looking at accounts on your report that begin with a "5" you are looking at expenses. When looking at accounts that begin with a "4" then you are looking at revenue.

- Department: 310100 - Program Code: C1302

Encumbered	Revenue/Expenses	Available Balance
0.00	38,687.70	
0.00	38,687.70	-38,687.70