GR55 UK Available Budget Report

Process: Similar to FRS Screen 019 and the first section on a ledger sheet, GR55, Report Group Z100 is used to run an available budget report. It can be run on a fund group, fund, funds center group, funds center, commitment item group, commitment item, functional area group, functional area, funded program group, or funded program.

Role: General User	**Frequency:** When needed

BEGINNING	
Enter the transaction code	GR55
EXECUTE REPORT GROUP: INITIAL SCREEN	
Report Group	Z100
Click on the Execute icon	
UK AVAILABLE BUDGET REPORT: SELECTION	
Selection Values	
Financial Management Area	Should default to UK00
Budget Category	Should default to 9F which is Payment, can change to 9G Commitment
Version	Should default to 0
Fiscal Year	Should default to 2006, can change
Selection Groups Choose to enter either a group or a specific value	
Fund	Enter a fund group name
Or Value(s)	Enter a specific fund or a range of funds
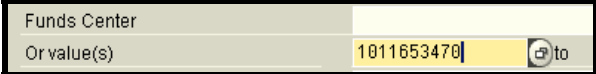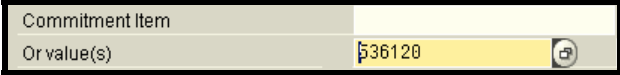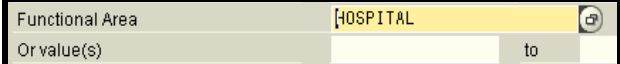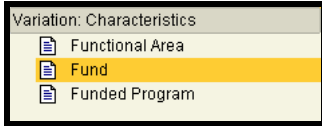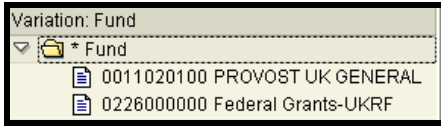
GR55 UK Available Budget Report

Funds Center	Enter a funds center group name
Or Value(s)	Enter a specific funds center or a range of funds centers
Commitment Item	Enter a commitment item group name
Or Value(s)	Enter a specific commitment item or a range of commitment items
Functional Area	Enter a functional area group name
Or Value(s)	Enter a specific functional area or a range of functional areas
Funded Program	Enter a funded program group name
Or Value(s)	Enter a specific funded program or a range of funded programs
Click on the Execute icon	
UK AVAILABLE BUDGET	
Choose view from functional area, fund, or funded program by clicking on the characteristic	
Choose the type of fund by clicking on either the fund folder to view all the funds or on an individual fund	

The report shows the Budget (Current), Actuals (Expenses & Revenues), Parked FI Documents, Encumbrances, and Available Balance. If more than one cost object was chosen, they will be displayed in cost object groups with the Funds Center and totals displayed under the Commitment Items.

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UK Available Budget Report              Date: 10/17/2005                    Page:   1 /  1

Financial Management Area UK00 University of Kentucky        FM Payment Budget
Fiscal Year          2006                                   Version                    0

Fund/Group                   *                    Functional Area/Group     *
Funded Program/Group         *

Funds center/commitment item      Budget       Actual     Parked FI Doc.   Encumbrance   Available Balance
   510000  All Salary Budget Pool      100,000.00                                            100,000.00
   511000  Faculty Salary Budget Pool  200,000.00                                            200,000.00
   512041  Technical-Regular                          30,501.00                               30,501.00-
   520000  Budget Pool Employee Benefits 250,000.00                                          250,000.00
   530000  Budget Pool-Curr Exp        500,000.00                                            500,000.00
   530010  Budget Pool - Travel        150,000.00                                            150,000.00
   530015  Travel - In-State Mileage                    635.85                                   635.85-
   530017  Travel-IS Conference                         750.00                                   750.00-
   540308  Audio and Visual Supplies                    458.75                                   458.75-
   540325  Gasoline                                     550.00                                   550.00-
   540337  Printing Supplies                          3,259.71                                 3,259.71-
   540348  Procard Purchases                          2,693.16                                 2,693.16-
   550000  Budget Pool - Capital Outlay 500,000.00                                            500,000.00
*  1012005200  NUTRITION & FOOD SCIENCE 1,700,000.00   38,848.47                             1,661,151.53
** FdsCtr/CmmtItem               1,700,000.00   38,848.47                             1,661,151.53
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Total includes General Funds and Federal Grants

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Funds center/commitment item      Budget       Actual     Parked FI Doc.   Encumbrance   Available Balance
   510000  All Salary Budget Pool      100,000.00                                            100,000.00
   511000  Faculty Salary Budget Pool  200,000.00                                            200,000.00
   520000  Budget Pool Employee Benefits 250,000.00                                          250,000.00
   530000  Budget Pool-Curr Exp        500,000.00                                            500,000.00
   530010  Budget Pool - Travel        150,000.00                                            150,000.00
   530015  Travel - In-State Mileage                    635.85                                   635.85-
   530017  Travel-IS Conference                         750.00                                   750.00-
   540308  Audio and Visual Supplies                    458.75                                   458.75-
   540325  Gasoline                                     550.00                                   550.00-
   540337  Printing Supplies                          3,259.71                                 3,259.71-
   540348  Procard Purchases                          2,693.16                                 2,693.16-
   550000  Budget Pool - Capital Outlay 500,000.00                                            500,000.00
*  1012005200  NUTRITION & FOOD SCIENCE 1,700,000.00    8,347.47                             1,691,652.53
** FdsCtr/CmmtItem               1,700,000.00    8,347.47                             1,691,652.53
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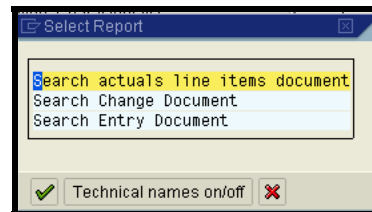
Total includes General Funds only

DRILL DOWN

Double-click on any amount under budget, actual, parked FI document, encumbrance, or available balance to view specifics	
Select one of the search types: Search actuals line items document, Search change document, or Search entry document	Select Report **Search actuals line items document** Search Change Document Search Entry Document ✓ Technical names on/off ✗
Click on the Continue icon	✓

APPLICATION TOOLBAR ICONS

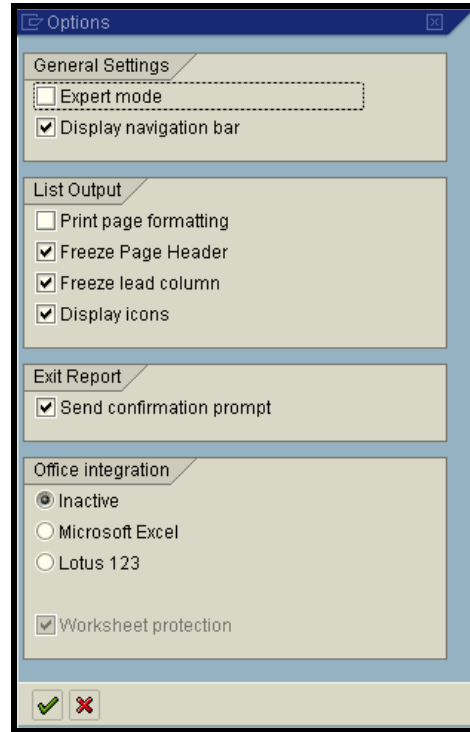|	
Navigation On/Off – toggles the Variation views for the characteristics and fund on or off	
Column Freeze On/Off – toggles the column freeze for the Funds Center/Commitment Item column (first column)	

Options/Office Integration – Provides display and list output options	
Send Report – Allows user to send the report to another person through email	
Select – Allows user to select a row by clicking in the row, then on the icon	
Select Report – Allows user to choose the type of report, such as search actuals line items document, search change document, or search entry document	
Sort Ascending/Sort Descending – Allows user to select a column heading, then click on icon to sort the column in ascending or descending order	