

Budget Availability Status

Module: Finance
Process: Gen Budget

Query Forms Form: FGIBAVL

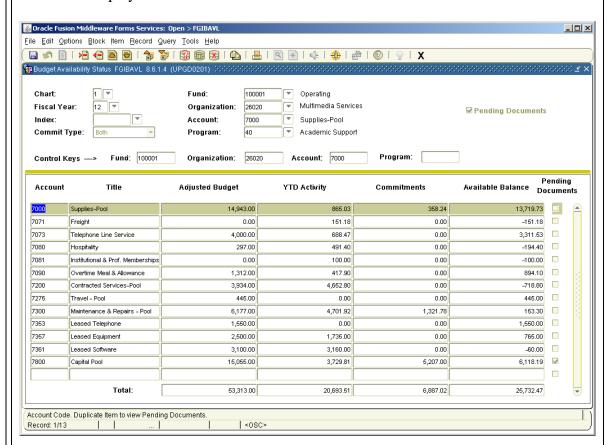
Version 8.6 March 15, 2012

This form allows the user to query the status of accounts providing current information on adjusted budget, year to date activity, budget reservations and available balance.

Access the Budget Availability Status Form (FGIBAVL). The following fields must be 1.) populated: Chart, Fiscal Year, Fund, Orgn, Account (use account 6001 if you want to begin at the first account – note not all Organizations has account 6001 in their budget) Execute 'Next Block' _IDX Eile Edit Options Block Item Record Query Tools Help 🔚 🔊 📳 🕦 🖶 🗟 🗟 [🔭 🚱 [32] 📾 🐼 [42] [Budget Availability Status FGIBAVL 8.6.1.4 (UPGDD Chart: Fund: 100001 Operating Fiscal Year: 12 🔻 26020 Multimedia Services Organization: ✓ Pending Documents Account: 7000 Supplies-Pool Academic Support Commit Type: Program: 40 Program: Control Keys --> Fund: 100001 Organization: 26020 Account: 7000 Pending Account Adjusted Budget YTD Activity Commitments Available Balance Documents 865.03 358.24 Supplies-Pool 0.00 151.18 0.00 -151.18 Freight 4 000 00 0.00 3 311 63 7073 Telephone Line Service 688 47 Hospitality 297.00 491.40 0.00 -194.40 7081 Institutional & Prof. Membership 0.00 100.00 0.00 -100.00 894.10 Overtime Meal & Allowance 1.312.00 417.90 0.00 7090 Contracted Services-Pool 3,934.00 4,652.80 0.00 -718.80 7200 445.00 7275 Travel - Pool 445.00 0.00 0.00 6,177.00 4,701.92 1,321.78 163.30 7300 Maintenance & Repairs - Pool 7353 1,550.00 0.00 0.00 1,550.00 7357 2 500 00 1.735.00 0.00 765.00 Leased Equipment 7361 Leased Software 3,100.00 3,160.00 0.00 -60.00 6,118.19 7800 Capital Pool 15,055.00 3,729.81 5,207.00 Total: 53,313.00 20,693.51 6,887.02 25,732.47 Account Code. Duplicate Item to view Pending Documents | <08C>

This is the information BANNER uses when Budget Checking is performed.

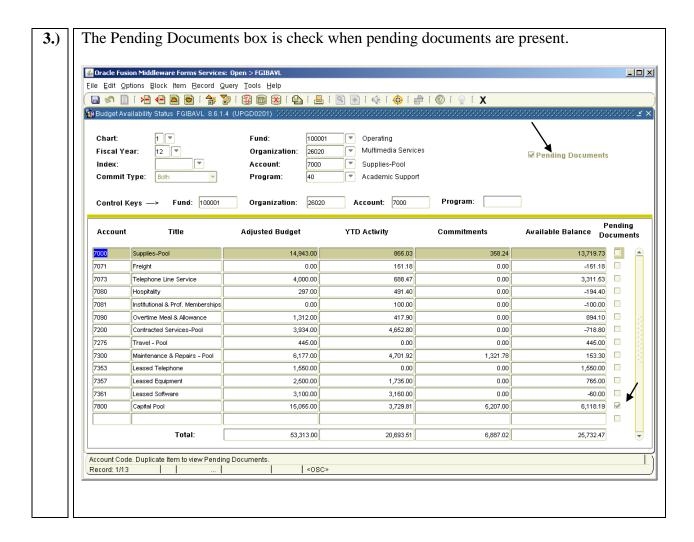
Totals are displayed at the bottom of the screen



To obtain detailed information go to the Budget Status Form (FGIBDST).

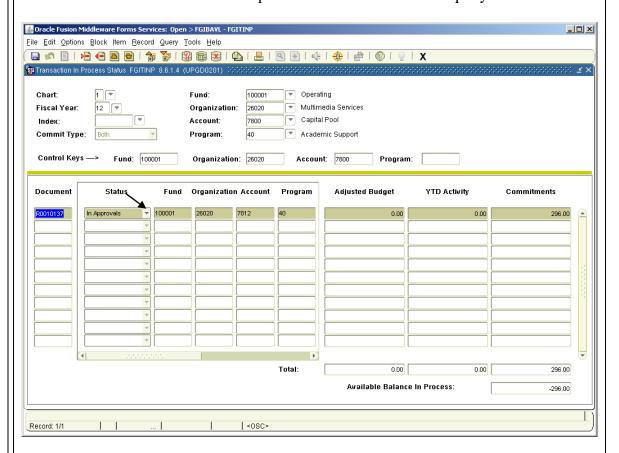
Dollar amounts for Requisitions that are **not complete** will show in the Commitment column of this form and will reserve budget.

Select **Options** from the Menu bar to format the decimal places and appearance of commas that show on the screen.



If you select an account row with the Pending Documents indicator checked and then choose Pending Documents from the Options menu or use the Duplicate Item function (F3) you will be able to view unposted documents affecting the available balance. File Edit Options Block Item Record Query Tools Help 🙀 Budget Availability Status FGIBAVL 8.6.1.4 (UPGD0201) Chart: Fund: 100001 Operating 12 🔻 Fiscal Year: Organization: 26020 Multimedia Services ✓ Pending Documents Supplies-Pool Index: Account: 7000 Commit Type: Academic Support Program: 40 Program: 26020 Account: 7000 Control Keys --> Fund: 100001 Organization: Pending Available Balance Documents Adjusted Budget YTD Activity Commitments 14,943.00 865.03 358.24 Supplies-Pool 7071 Freight 0.00 151.18 0.00 -151.18 4,000.00 688.47 0.00 3,311.53 7073 Telephone Line Service 7080 297.00 491.40 0.00 -194.40 0.00 7081 Institutional & Prof. Memberships 0.00 100.00 -100.00 Overtime Meal & Allowance 1,312.00 417.90 0.00 894.10 7090 7200 Contracted Services-Pool 3,934.00 4,652.80 0.00 -718.80 7275 445.00 0.00 0.00 445.00 Travel - Pool 1,321.78 163.30 7300 6,177.00 4,701.92 Maintenance & Repairs - Pool 7353 Leased Telephone 1,550.00 0.00 0.00 1,550.00 7357 2,500.00 1,735.00 0.00 765.00 Leased Equipment Leased Software 7361 3,100.00 3,160.00 0.00 -60.00 6,118.19 5.207.00 Capital Pool 15,055.00 3,729.81 7800 Total: 53,313.00 20,693.51 6,887.02 25,732.47 Account Code. Duplicate Item to view Pending Documents <08C> Record: 1/13

Transaction in Progress Status Form (FGITINP). The form is used to query pending documents and can be used to view the current status of each pending document as well as other details for the transaction in process. Status returned with query results.



Status Codes are as follows:

Disapproved: Incomplete document with disapproval history (excluding general encumbrance change documents)

Error: Orphan record in FGRBAKO (accounting sequence is already posted, or the document no longer exists)

Incomplete: Incomplete documentation in process

In Approvals: Completed document but final approval is not yet recorded.

In Travel (TEM): Document type used by Banner Travel & Expense Management

Receipt Pending: Completed invoice waiting for matching

To Be Posted: Completed document waiting in the posting queue or the deferred edit

queue

Undefined: Document with an undetermined status

