Budget Queries

For a Budget Query to be successful, a user with Fund Organization query access must enter a value in either the Organization or Grant fields as well as the Fiscal Year, Period, and Chart of Accounts fields. If Grant information is queried, all retrieved information is Grant Inception to Date. Otherwise, all information retrieved is through the Fiscal Year to Date.

To perform a comparison query select a Comparison Fiscal Year and Period in addition to the required Fiscal Year and Period. With this selection, all details retrieved will be placed next to the corresponding comparison fiscal period.

Fiscal year: 2011  Fiscal period: 03
Comparison Fiscal year: None  Comparison Fiscal period: None
Commitment Type: All
Chart of Accounts
M
Organization
11000
Fund
Activity
410000
Location
Grant
Fund Type
Account
Account Type
Program

Include Revenue Accounts

Save Query as:
Shared
Submit Query
Select a link from the amount column in the Query Results list to retrieve detail information for the specific item chosen. Select one of the Download options to download Budget Query data to a Microsoft Excel spreadsheet. Calculate user defined columns for the query by making selections from the Compute Additional Columns pull down lists.

### Report Parameters

**Organization Budget Status Report**

By Account

Period Ending Sep 30, 2010

As of Oct 26, 2011

<table>
<thead>
<tr>
<th>Chart of Accounts</th>
<th>Mt. San Antonio College</th>
<th>Commitment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund</td>
<td>11000 Unrestricted General Fund-Ongoing Program</td>
<td>All</td>
</tr>
<tr>
<td>Organization</td>
<td>410000 Non Credit Adult Education</td>
<td>Activity</td>
</tr>
<tr>
<td>Account</td>
<td>All</td>
<td>Location</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Account Title</th>
<th>FY11/PD03 Adjusted Budget</th>
<th>FY11/PD03 Year to</th>
<th>FY11/PD03 Available Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>111000</td>
<td>102,211.00</td>
<td>18,583.64</td>
<td>83,627.36</td>
</tr>
<tr>
<td>121000</td>
<td>141,816.00</td>
<td>35,454.00</td>
<td>106,362.00</td>
</tr>
<tr>
<td>129000</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>132000</td>
<td>100,000.00</td>
<td>4,572.17</td>
<td>95,427.83</td>
</tr>
<tr>
<td>132300</td>
<td>47,780.00</td>
<td>5,969.88</td>
<td>41,810.12</td>
</tr>
</tbody>
</table>
Mt. San Antonio College  |  my.mtsac.edu

Report Parameters

Organization Budget Status Detail Report
Summary Year to Date Transaction Report
Period Ending Sep 30, 2010
As of Oct 26, 2011

Chart of Accounts: MT San Antonio College
Fund: 11000 Unrestricted General Fund-Ongoing Program:
Organization: 410000 Non Credit Adult Education
Account: 111000 Instructional Salaries-Regular
Commitment Type: All
Activity: All
Location: All

Transaction Date Activity Date Document Code Vendor/Transaction Description Amount Rule Class Code
Sep 30, 2010  Sep 29, 2010  F0002241  HR Payroll 2010 M1 9 0  9,291.82 HGRS
Aug 31, 2010  Aug 27, 2010  F0002057  HR Payroll 2010 M1 8 0  9,291.82 HGRS
Report Total (of all records):  18,583.64

Available Budget Balance: 83,627.36

Download

Save Query as:

Shared
Sample Budget Query via Portal

Finance

- Budget Queries
- Encumbrance Query
- Approve Documents
- Delete Finance Template/Quenes

RELEASE: 8.3
Sample Budget Query via Portal

Budget Queries

To create a new query choose a query type and select Create Query. To retrieve an existing query choose a saved query and select Retrieve Query.

Create a New Query
Type

Budget Status by Account

Create Query

Retrieve Existing Query
Saved Query

None

Retrieve Query

[ Budget Queries | Encumbrance Query | Approve Documents | Delete Finance Template/Queries ]

RELEASE: 8.3
Budget Queries

Select the Operating Ledger Data columns to display on the report.

- Adopted Budget
- Budget Adjustment
- Adjusted Budget
- Temporary Budget
- Accounted Budget
- Year to Date
- Encumbrances
- Reservations
- Commitments
- Available Balance

Save Query as:

- Shared

Continue
Sample Budget Query via Portal

Budget Queries

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To perform a comparison query select a Comparison Fiscal Year and Period in addition to the required Fiscal Year and Period. With this selection, all details retrieved will be placed next to the corresponding comparison fiscal period.

Fiscal year: 2011  
Comparison Fiscal year: None
Fiscal period: 05  
Comparison Fiscal period: None
Commitment Type: All
Chart of Accounts
Fund
Organization
Grant
Account
Program

Include Revenue Accounts

Save Query as:

Shared
Submit Query
Sample Budget Query via Portal

![Sample Budget Query via Portal](image)

**Organization Budget Status Report**

**By Account**

**Period Ending Nov 30, 2010**

As of Dec 16, 2011

<table>
<thead>
<tr>
<th>Account Title</th>
<th>FY11/PD05 Adjusted Budget</th>
<th>FY11/PD05 Year to Date</th>
<th>FY11/PD05 Commitments</th>
<th>FY11/PD05 Available Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Salaries-Regular</td>
<td>102,211.00</td>
<td>37,167.28</td>
<td>0.00</td>
<td>65,043.72</td>
</tr>
<tr>
<td>Report Total (of all records)</td>
<td>102,211.00</td>
<td>37,167.28</td>
<td>0.00</td>
<td>65,043.72</td>
</tr>
</tbody>
</table>

**Compute Additional Columns for the query**

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Operator</th>
<th>Column 2</th>
<th>Display After Column</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY11/PD05 Adopted Budget</td>
<td>percent of</td>
<td>FY11/PD05 Adopted Budget</td>
<td>FY11/PD05 Adopted Budget</td>
</tr>
</tbody>
</table>

**Save Query as:**

**Shared**