FGIBDST:

Did you know that any field in the top section of the BDST form that is left blank when you page down tells Banner that you want <u>all data</u> that matches the fields that aren't blank, no matter what is in the blank field(s)? The fields you enter parameters into in the top section act as filters for what Banner returns when you page down, so a blank field says "don't filter by this field". This means that if you have multiple indexes which share the same FOAPAL information with the exception that some have activity codes and some do not, entering one of the indexes with no activity code in the top of BDST will return data for all transactions that match the fund/org/program code combination, regardless of the activity code.

Example: Indexes 609992, 609994 and 609998 are all General Education indexes for org 609 with the following FOAPALs:

Index	Fund	Org	Program	Activity
609992	10-0000	609	02RAX	609RAA
609994	10-0000	609	02RAX	
609998	10-0000	609	02RAX	609COM

If you type index 609994 into the Index field in FGIBDST and hit page down, you will get results for all three of the above indexes, or any other data that has posted to fund 100000, org 609, program 02RAX. This is because the activity code field is blank, which Banner interprets to mean that you want results that match the fund, org and program but with any (or no) activity code.

If you type index 609992 or 609998 into the Index field, you will only get results that have "609RAA" or "609COM", respectively, in the activity code field.

What this means to you:

If you want to be able to see data for only 609994 in FGIBDST, you need to have something unique about it. Since it already shares Fund, Org and Prog with 609992 and 609998, one solution is to add a unique activity code to it. So, in the above if Activity Code 609YAY was added to index 609994, you would then be able to view data for just this index in FGIBDST because now it has an element of its FOAPAL that is unique. Note that another solution is to use Argos as it does not treat a blank in the same manner as Banner (if activity code is blank, Argos only returns data where the activity code is blank).

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Organization Budget Status FGIBDST 8.5UI (* PROD *)					12
Chart: V 💌	Organization:	609		Office of Research Assurances	
Fiscal Year: 19 💌	Fund:	100000		General Education	
Index: 609994	Program:	02RAX		Research Administration	
Query Specific Account	Account:				
☑ Include Revenue Accounts	Account Type:				
	Activity:		-		
Commit Type: Both	Location:				

Type Title					Available Balance	
L	Temporary Help	45,292.00	0.00	0.00	45,292.00	
E	Travel	20,386.00	0.00	0.00	20,386.00	
E	Other Expense	41,110.00	0.00	0.00	41,110.00	
E	Reserve	14,200.00	0.00	0.00	14,200.00	
L	Staff	0.00	28,647.21	0.00	-28,647.21	
L	Summer Salary	0.00	3,686.86	0.00	-3,686.86	
L	Temporary Employee	0.00	492.66	0.00	-492.66	
E	Conference/Registration Fees	0.00	1,125.00	0.00	-1,125.00	
E	R&M Svcs - Technology Equipme	0.00	0.00	6,159.78	-6,159.78	
E	Airfare - Out-of-State	0.00	417.40	0.00	-417.40	
E	Ground Transportation-Out-of-St	0.00	26.14	0.00	-26.14	
E	Per diem - Out-of-State	0.00	320.54	0.00	-320.54	
	Net Total:	-521,055.00	-34,715.81	6,159.78		
		L Temporary Help E Travel E Other Expense E Other Expense E Reserve L Staff L Summer Salary L Temporary Employee E Conference/Registration Fees E R&M Svcs - Technology Equipme E Airfare - Out-of-State E Per diem - Out-of-State E Per diem - Out-of-State	L Temporary Help 45,292.00 E Travel 20,386.00 E Other Expense 41,110.00 E Reserve 14,200.00 L Staff 0.00 L Summer Salary 0.00 L Temporary Employee 0.00 E Conference/Registration Fees 0.00 E RåM Svcs - Technology Equipme 0.00 E Ground Transportation-Out-of-State 0.00 E Per diem - Out-of-State 0.00 Net Total: -521,055.00	L Temporary Help 45,292.00 0.00 E Travel 20,386.00 0.00 E Other Expense 41,110.00 0.00 E Reserve 14,200.00 0.00 L Staff 0.00 28,647.21 L Summer Salary 0.00 3,686.86 L Temporary Employee 0.00 492.66 E Conference/Registration Fees 0.00 1,125.00 E R&M Svcs - Technology Equipme 0.00 0.00 E Ground Transportation-Out-of-St 0.00 26.14 E Per diem - Out-of-State 0.00 320.54 Net Total: -521,055.00 -34,715.81	L Temporary Help 45,292.00 0.00 0.00 E Travel 20,386.00 0.00 0.00 E Other Expense 41,110.00 0.00 0.00 E Reserve 14,200.00 0.00 0.00 L Staff 0.00 28,647.21 0.00 L Summer Salary 0.00 3,686.86 0.00 L Temporary Employee 0.00 492.66 0.00 E Conference/Registration Fees 0.00 0.00 6,159.78 E Airfare - Out-of-State 0.00 26.14 0.00 E Ground Transportation-Out-of-St 0.00 320.54 0.00 Net Totat: -521,055.00 -34,715.81 6,159.78	

Dup Item for Detail, Count Query for Orgn. Summary, Dup Rec for Encum. List

19

609

By Index Code By FOAPAL University Budget to Actual using Index Code Select By FOAPAL tab to enter FOAPAL values manually Fiscal Year Title Fund Org Prog Actv Locn Chart Index Interactive ✓ 2019 ✓ 609994 V < View Fiscal Year Org Code PE 19 609 10 19 609 12 19 609 20 19 609 30 Original Budget Temp Adjust 59,342.00 0.00 0.00 0.00 2,250.00 0.00 18,625.00 0.00 YTD Encumbrance 28,704.47 0.00 199.24 0.00 0.00 0.00 0.00 6,159.78 PE Title Fund 100000 100000 100000 100000 Prog 02RAX 02RAX 02RAX 02RAX Actv Locn Adjt Budget 59,342.00 0.00 2,250.00 18,625.00 Balance 30,637.53 (199.24) 2,250.00 12,465.22 Salaries Temporary Help Travel Other Expense

Totals

80,217.00

0.00

80,217.00

100000

02RAX

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6,159.78

45,153.51

FGIBAVL:

When you use FGIBAVL, you enter your index – so that means the resulting information will only be what has <u>all</u> of the FOAPAL elements attached to that index, right? Not quite. First, note that Activity Code isn't anywhere on the BAVL screen. This is because **Banner does not check budget availability using Activity code**. Also, note when you page down Banner also populates fields on the "Control Keys" line of the form. This tells you what Banner is really looking at for NSF checking and therefore shows you in the BAVL screen. We have NSF/BAVL set up to look at Fund, Org and Account (we use pools here – NONPER, PERS, SUBCTR). This means that when you enter an index and account (pool) into the top section and page down, Banner populates the Control Keys line with the fund, org and pool and these are then what it filters the data by. Again, Activity Code is **not** a field on the Control Keys line, which means that even though an activity code is attached to your index, Banner is not filtering by activity code when it returns results.

What this means to you: If you have multiple indexes for a department's General Education funding, for example, that all share the same fund and org but have different activity codes, Banner is going to combine these in the results it returns in FGIBAVL. It will return all data for the fund, org and pool(s) combination. But what if you want to see data specific to your full FOAPAL, including activity? This is when you should use the Argos Budget to Actual query. Remember, BAVL is designed simply to reflect what the NSF process is looking at.

Example: Using the above indexes, if you put index 609994 into the Index in Banner, it will flood in all of the FOAPAL information **except Activity Code**. Then, after you enter the desired pool and hit page down Banner populates the Control Keys to show you that what it is looking at is Fund 100000, Org 609, Account NONPER (and any pools below NONPER). **NOTE:** The totals don't match FGIBDST above. This can be due to pending documents (box is checked) but could also indicate that there is other activity out there with a different program code since BAVL does not filter by program (note it is blank in the Control Type fields). To match BDST to BAVL you need to use all of the same parameters.

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Reminder: Argos "Budget to Actual" does not indicate/include pending documents but you can still use FGIBAVL for this.

FGIBDSR:

The BDSR form is what Banner refers to as an "Executive Summary" version of FGIBDST. It looks just like FGIBDST, with the same fields in the top section and the same columns in the bottom section. The main difference is that it allows you to pull data using roll-ups. For example, if you wanted to see a summary of all of the General Education activity for your Level 3 you could type your Level 3 into the Organization field and 10 (fund type for Gen Ed) into the Fund field. Using CLASS as an example, in the first snippet below I've input 3999 (CLASS' Level 3 Org) and 10 and Banner returned all Gen Ed activity for the college. In this example I used roll-ups for both the org and the fund, but you can mix and match. For example, you could input just a single org instead of a roll-up but a roll-up fund, such as org 609 and fund type 12 to get all Local Service activity for org 609. You can use other levels of the org and/or fund hierarchy as well. In the second snippet below, I've entered org 572 and fund level 2 160 to see any activity for org 572 within 160 - Other Student Fees. **NOTE:** Unlike BDST, once you page down in BDSR you cannot drill down to the transaction level detail. This form is great for getting summary level data, but for more detailed information for an org and/or fund roll-up Argos is a better data source. Also, while this form is Banner-delivered and has been out there for some time, we've not really utilized it here on campus that I am aware of. Give it a try and do let us know if you run into issues, etc. as we are all learning about the capability of this form.

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	10	L	Salaries	10,789,692.00	0.00	0.00	10,789,692.00					
	12	L	Temporary Help	30,566.00	0.00	0.00	30,566.00					
	30	E	Other Expense	495,705.33	0.00	0.00	495,705.33					
	E4105	L	Faculty	0.00	17,744.84	0.00	-17,744.84					
	E4106	L	Staff	0.00	91,736.00	0.00	-91,736.00					
	E4108	L	Summer Salary	0.00	152,010.64	0.00	-152,010.64					
	E4110	L	Temporary Employee	0.00	4,896.00	0.00	-4,896.00					
	E4135	L	Temporary Student	0.00	6,661.75	0.00	-6,661.75					
	E4175	L	Overtime - Covered by FLSA	0.00	454.39	0.00	-454.39					
	E5025	E	Printing & Binding	0.00	248.50	0.00	-248.50					
	E5045	E	Photocopy Service	0.00	0.00	1,100.00	-1,100.00					
	E5055	E	Dues/Memberships	0.00	90.00	0.00	-90.00					
			Net Total:	-11,315,963.33	-288,007.49	7,100.00						
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Fiscal Yea	r:	19 💌	Fund: 16	0 🔽 💌 Other Student Fees	3		
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