S02. Budget Control Reports

Budget Control Reports

The Budget Control reports reflect near ‘real-time’ activity. These data contained in these reports is refreshed approximately every fifteen minutes. For that reason specifically, this is why amounts such as Budget, Actuals and Balance may not reconcile with reports such as Budget Summary and Budget Detail. They provide budget information detailing the true budget position for the chartfields selected for either fiscal year or inception based budgets. In these reports you will see Pending transactions. Pending amounts are defined as those that have been budget-checked but have NOT posted to the General Ledger. These pending transactions will affect the available balance that is displayed in the report. Please note that the Pending field here will likely not reconciled with the Pending amounts that are available on the Financial Operations dashboard or any of the adhoc subject areas. The reason for that is timing. As mentioned before, this Pending amount is refreshed every fifteen minutes and those Pending amounts are refreshed nightly.

Performance may be slightly slower than others when using these reports. Due to the latency of this data, it is somewhat slower than some of the other standard reports and dashboards. Additionally, one area to note is that the dashboard prompts are slightly different than those on other standard reports. These prompts contains just the ‘codes’ for the chart fields. For example, The Business Unit field contains values such as ‘WSQ01’ and not ‘WSQ01 - Washington Square’, which is what can be found on other reports. These prompts are also enabled so a user can manually type in values.

Budget Control Summary Report

The Budget Control Summary report shows almost identical information to the Budget Summary report except it has a few keys differences. The report shows monthly amounts at the account level. Table prompts and rollup options are also available, which allows users to toggle through and look at chartfields that have been selected with the prompts. Those differences are:

1. Timing: The Budget Control Summary Report is refreshed every fifteen minutes while the Budget Summary report is refreshed night.
2. Pending Amounts - This is displayed on the Budget Control Summary report but not the Budget Summary report. These are amounts that have been budget checked but have not yet posted to the general ledger.
3. Balance - The balance on the Budget Control Summary report takes into consideration the amounts that are Pending and have not yet posted to the general ledger.

Budget Control Detail Report

The Budget Control Detail report report shows almost identical information to the Budget Detail report(s). It also shows data at the journal line detail levels (as opposed to the summary reports which shows data at the monthly, account level). These reports also include the column for Pending amounts and the Balance also takes into consideration the Pending transactions.