

THE UNIVERSITY OF NEW MEXICO

UNDERSTANDING ENDOWED & NON ENDOWED SPENDING INDICES

Presented by
Barbara Carroll & Judith Davenport
3/23/09

What makes these funds different?

- Endowed and Non Endowed funds are funded by **gifts** to the University.
- Most UNM funding is from other sources.
 - State Appropriations
 - Revenue Earned (Hospital)
 - Contracts & Grants

What is the difference between Endowed and Non Endowed?

- **Endowed** Funds are large gifts that are invested and the income from these gifts is spent
- **Non Endowed** Funds are gifts intended to be spent in their entirety

Gifts and Grants- What's the Difference?

- **Gifts** go through the Foundation
- **Grants** go through PreAward
- Grants want remaining money returned at the end of the grant.
- Grants want progress and/or financial reports
- In doubt? Call or email:
 - HSC PreAward
 - Main Campus PreAward

What do Gifts look like at UNM?

- UNM has a foundation set up to receive most of these funds
- The donor can add restrictions on how these funds may be spent
- There are two basic types; Non Endowed and Endowed
- UNM requires that all solicitations of gifts be coordinated by the UNM Foundation. Any fund raising literature used must be approved by the Foundation.

Non Endowed or Endowed?

- **Non Endowed** funds may be spent. One index is set up, the funds are placed in the index, and the department may budget and spend the funds.
- **Endowed** Funds have two indices. One contains the corpus(actual gift), and a SECOND FUND, called the spending index, receives the amount that may be spent each year.

How to Avoid Confusing Endowed and Non Endowed

- Read the Fund Title
 - If it says “Non Endowed”, you can spend it. All indices in Non Endowed funds are spending indices.
 - If it says “Endowed” and it appears on your FORH004 report, you can spend it. It is an Endowed Spending Index. No Corpus indices are on this report.

Endowed- TWO Indices (not one)

- **Spending Index** – The money available for spending
- **Corpus Index** – The gift money. Invested. Not available to spend.

How to Avoid Confusing the Two Endowment indices

- Run FORH004
 - This Hyperion report, when run for your department by Organization code, will list your Endowed (and Non Endowed) spending indices under their respective funds.

Windows Internet Explorer browser window showing the Hyperion Performance Suite interface. The address bar displays <https://hyperprod.unm.edu/Hyperion/browse/Main>. The page title is "Browse - tshoe on hyper01.unm.edu".

The interface includes a navigation menu on the left with the following items:

- Brio
 - Finance Reports
 - F Dent_School_College
 - F HSC** (highlighted with a red circle)

The main content area displays a list of reports:

- comparison of two fiscal years. Runs faster***
Mar 5 2009 1:46 PM bgy
- Forh001a-account code detail**
Detail of operating ledger/general ledger transactions of a specific account code by index for a given month, or Fiscal YTD, or a few months specified by user, with the option of further limiting the report to a specific org code
Mar 5 2009 1:46 PM bgy
- Forh003 purchase order p card DPI accounting detail**
List detailed transaction amounts of a purchase orders on an index with vendor name, requisition #, PO# and invoice#. List detailed p card and DPI transaction info.
Mar 5 2009 1:47 PM bgy
- FORH004 - Unrestricted Balances by Index** (highlighted with a red circle)
Summary of net balances and balances available by index grouped by fund for a selected org
Mar 5 2009 1:47 PM bgy
- Forh008 hsc transfers allocation**
Designed to assist departments in preparing budget and actual transfer/allocation entries.
Dec 1 2008 10:23 AM bgy
- Foxh004e operating ledger management report hsc**
Comparison of current year budget to actuals and to prior year actuals of same period

The status bar at the bottom indicates "Trusted sites | Protected Mode: Off" and "100%".



University of New Mexico Health Sciences Center

FORH004: Unrestricted Balances by Index

Chart of Accounts:

Organization Code:

starts with contains

| | |
|---|---|
| 099A: Cancer Research Treatment Ctr CRTC Status: A Level: 6 | ▲ |
| 099B: CRTC Director Status: A Level: 6 | ▾ |
| 099B0: CRTC Directors Ofc Administration Status: A Level: 7 | ▾ |
| 099B1: CRTC Directors Ofc Special Projects Status: A Level: 7 | ▾ |
| 099C: CRTC Administration Status: A Level: 6 | ▾ |
| 099C0: CRTC Administration Status: A Level: 7 | ▾ |

Data Entry Level Fund: (leave blank for all funds)

Calendar Month/Year:
(YYYY)

Org Prog Activity Revenue Balance Forward Transfers Expend- itures Net Balance Commit- ments Balance Available

3U0003 - HU Endowed Spending Education

| | | | | | | | | | | | |
|--------|---------------------------------|--------|--------|--------|---------------------|-----------------|---------------------|--------------------|---------------------|--------------------|---------------------|
| 0990CQ | CRTC FIG Award - L Felton | 099Q05 | P3E074 | 099QAI | \$0.00 | \$18,000.00 | \$0.00 | \$4,395.25 | \$13,604.75 | \$0.00 | \$13,604.75 |
| 0990CU | CRTC FIG Award - T Thompson | 099Q60 | P3E074 | 099QAI | (\$7,839.67) | \$40,000.00 | \$0.00 | \$7,646.74 | \$24,513.59 | \$22,886.09 | \$1,627.50 |
| 0990CV | CRTC FIG Award - I Rabinowitz | 099Q36 | P3E074 | 099QAI | \$0.00 | \$30,000.00 | \$0.00 | \$1,293.38 | \$28,706.62 | \$5,037.15 | \$23,669.47 |
| 0990CY | CRTC FIG Award - AM Wallace | 099Q84 | P3E074 | 099QAI | \$0.00 | \$59,200.00 | \$0.00 | \$41,454.82 | \$17,745.18 | \$0.00 | \$17,745.18 |
| 0990DY | CRTC FIGS Award - H. Hathaway | 099Q80 | P3E074 | 099QAI | \$0.00 | \$13,250.00 | \$0.00 | \$8,622.19 | \$4,627.81 | \$4,387.50 | \$240.31 |
| 099249 | 470026-CRTC Dean E. UHL Scho | 099H1 | P2E114 | GNACTV | \$8,982.09 | \$0.00 | \$0.00 | \$0.00 | \$8,982.09 | \$0.00 | \$8,982.09 |
| 099250 | 470061-CRTC Elena Calas Endow | 099H1 | P3E074 | GNACTV | \$272,242.63 | (\$160,450.00) | \$0.00 | \$200.99 | \$111,591.64 | \$0.00 | \$111,591.64 |
| 099265 | 470445-CRTC Budke Endowment | 099H1 | P3E086 | GNACTV | \$53,340.44 | (\$0.00) | (\$8,963.22) | \$0.00 | \$44,377.22 | \$0.00 | \$44,377.22 |
| 099268 | 471800-Jackson SY Sr Graduate I | 099H1 | P3E037 | GNACTV | \$44,883.72 | \$0.00 | \$0.00 | \$0.00 | \$44,883.72 | \$0.00 | \$44,883.72 |
| 099269 | 471801-Newman Endowed Fellows | 099H1 | P3E053 | GNACTV | \$31,639.18 | \$0.00 | \$0.00 | \$0.00 | \$31,639.18 | \$0.00 | \$31,639.18 |
| 099270 | 471802-CRTC Ribble Endowed Fe | 099H1 | P3E045 | GNACTV | \$26,283.37 | \$0.00 | \$0.00 | \$0.00 | \$26,283.37 | \$0.00 | \$26,283.37 |
| 099278 | 470166-CRTC Julie Ann Look End | 099H1 | P3E010 | GNACTV | \$21,424.22 | \$0.00 | \$0.00 | \$0.00 | \$21,424.22 | \$0.00 | \$21,424.22 |
| 099447 | C-2254-RAC Role of PU1 and GF | 099Q52 | P162 | GNACTV | \$98.94 | \$0.00 | \$0.00 | \$0.00 | \$98.94 | \$0.00 | \$98.94 |
| 099460 | COLLIN, EUGENIE ENDOWED S | 099H1 | P3E210 | GNACTV | \$16,788.55 | \$0.00 | \$0.00 | \$0.00 | \$16,788.55 | \$0.00 | \$16,788.55 |
| | | | | | \$467,843.47 | (\$0.00) | (\$8,963.22) | \$63,613.37 | \$395,266.88 | \$32,310.74 | \$362,956.14 |



University of New Mexico Health Sciences Center

FORH004: Unrestricted Balances by Index

Chart of Accounts:

Organization Code:

starts with contains

| | |
|---|---|
| 099A: Cancer Research Treatment Ctr CRTC Status: A Level: 6 | ▲ |
| 099B: CRTC Director Status: A Level: 6 | ▾ |
| 099B0: CRTC Directors Ofc Administration Status: A Level: 7 | ▾ |
| 099B1: CRTC Directors Ofc Special Projects Status: A Level: 7 | ▾ |
| 099C: CRTC Administration Status: A Level: 6 | ▾ |
| 099C0: CRTC Administration Status: A Level: 7 | ▾ |

Data Entry Level Func: (leave blank for all funds)

Calendar Month/Year:
(YYYY)

Other uses for FORH004

- **Locating all your Endowed and Non Endowed Spending Indices**
- On the report, look for the funds that hold your Endowed and Non Endowed funds (see page 5 of the Manual for list).
- All the indices listed under these funds, when the FORH004 is run for your organization code, are spending indices for your department.

The same information in Banner

Org Prog Activity Revenue Balance Transfers Expend- Net Commit- Balance
 Forward itures Balance ments Available

3U0003 - HU Endowed Spending Education

| Org | Prog | Activity | Revenue | Balance Forward | Transfers | Expend- itures | Net Balance | Commit- ments | Balance Available |
|--------|---------------------------------|----------------------|---------------------|-----------------|---------------------|--------------------|---------------------|--------------------|---------------------|
| 0990CQ | CRTC FIG Award - L Felton | 099Q05 P3E074 099QAI | \$0.00 | \$18,000.00 | \$0.00 | \$4,395.25 | \$13,604.75 | \$0.00 | \$13,604.75 |
| 0990CU | CRTC FIG Award - T Thompson | 099Q60 P3E074 099QAI | (\$7,839.67) | \$40,000.00 | \$0.00 | \$7,646.74 | \$24,513.59 | \$22,886.09 | \$1,627.50 |
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| 099249 | 470026-CRTC Dean E. UHL Scho | 099H1 P2E114 GNACTV | \$8,982.09 | \$0.00 | \$0.00 | \$0.00 | \$8,982.09 | \$0.00 | \$8,982.09 |
| 099250 | 470061-CRTC Elena Calas Endow | 099H1 P3E074 GNACTV | \$272,242.63 | (\$160,450.00) | \$0.00 | \$200.99 | \$111,591.64 | \$0.00 | \$111,591.64 |
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| 099268 | 471800-Jackson SY Sr Graduate I | 099H1 P3E037 GNACTV | \$44,883.72 | \$0.00 | \$0.00 | \$0.00 | \$44,883.72 | \$0.00 | \$44,883.72 |
| 099269 | 471801-Newman Endowed Fellows | 099H1 P3E053 GNACTV | \$31,639.18 | \$0.00 | \$0.00 | \$0.00 | \$31,639.18 | \$0.00 | \$31,639.18 |
| 099270 | 471802-CRTC Ribble Endowed Fe | 099H1 P3E045 GNACTV | \$26,283.37 | \$0.00 | \$0.00 | \$0.00 | \$26,283.37 | \$0.00 | \$26,283.37 |
| 099278 | 470166-CRTC Julie Ann Look End | 099H1 P3E010 GNACTV | \$21,424.22 | \$0.00 | \$0.00 | \$0.00 | \$21,424.22 | \$0.00 | \$21,424.22 |
| 099447 | C-2254-RAC Role of PU1 and GF | 099Q52 P162 GNACTV | \$98.94 | \$0.00 | \$0.00 | \$0.00 | \$98.94 | \$0.00 | \$98.94 |
| 099460 | COLLIN, EUGENIE ENDOWED S | 099H1 P3E210 GNACTV | \$16,788.55 | \$0.00 | \$0.00 | \$0.00 | \$16,788.55 | \$0.00 | \$16,788.55 |
| | | | \$467,843.47 | (\$0.00) | (\$8,963.22) | \$63,613.37 | \$395,266.88 | \$32,310.74 | \$362,956.14 |

Banner and Endowed Funds

Oracle Developer Forms Runtime - Web: Open > FGIBDST

File Edit Options Block Item Record Query Tools Help

Organization Budget Status Form FGIBDST 4.0.1 (BANP)

Chart: U
 Fiscal Year: 00
 Index: 0990DY
 Query Specific Account
 Include Revenue Accounts
 Commit Type: Both

Organization: 099Q80 CRTC Research Faculty #284
 Fund: 3U0003 HU Endowed Spending Education
 Program: P3E074 HE TRU Calas Endowed Fund
 Account:
 Account Type:
 Activity: 099QAI CRTC FIGS Award 2008
 Location:

| Account | Type | Title | Adjusted Budget | YTD Activity | Commitments | Available Balance |
|-------------------|------|-----------------------------|-----------------|--------------|-------------|-------------------|
| 1600 | R | Allocations Earned Revenue | 13,250.00 | 13,250.00 | 0.00 | 0.00 |
| 2040 | L | Technician Salary Detail Ge | 5,300.00 | 5,437.50 | 3,262.50 | -3,400.00 |
| 20R0 | L | Accrued Payroll and Benefit | 0.00 | 0.00 | 0.00 | 0.00 |
| 2110 | L | Fica Gen | 0.00 | 409.35 | 0.00 | -409.35 |
| 2140 | L | Retirement Gen | 0.00 | 633.47 | 0.00 | -633.47 |
| 2160 | L | Group Insurance Gen | 0.00 | 36.27 | 0.00 | -36.27 |
| 2180 | L | Unemployment Compensati | 0.00 | 13.60 | 0.00 | -13.60 |
| 21A0 | L | Workers Compensation Ger | 0.00 | 166.72 | 0.00 | -166.72 |
| 21J0 | L | Other Staff Benefits Gen | 1,330.00 | 190.26 | 0.00 | 1,139.74 |
| 31S0 | E | Lab Supplies Gen | 5,354.00 | 1,954.35 | 0.00 | 3,399.65 |
| 70F0 | E | Equipment Rent Expense G | 1,200.00 | 1,620.00 | 0.00 | -420.00 |
| 80K0 | E | Banner Tax | 66.00 | 31.94 | 0.00 | 34.06 |
| Net Total: | | | 0.00 | 2,756.54 | 3,262.50 | |

Banner and Endowed Funds

Oracle Developer Forms Runtime - Web: Open > FGIBDST

File Edit **Options** Block Item Record Query Tools Help

Organization Budget Status Form FGIBDST 7.4.0.1 (BANP)

Chart: U
Fiscal Year: 09
Index: 0990DY

Query Specific Account
 Include Revenue Accounts

Commit Type: Both

Organization: 099Q80 CRTC Research Faculty #284
Fund: 3U0003 HU Endowed Spending Education
Program: P3E074 HE TRU Calas Endowed Fund
Account:
Account Type:
Activity: 099QAI CRTC FIGS Award 2008
Location:

| Account | Type | Title | Adjusted Budget | YTD Activity | Commitments | Available Balance |
|-------------------|------|-----------------------------|-----------------|--------------|-------------|-------------------|
| 1600 | R | Allocations Earned Revenue | 13,250.00 | 13,250.00 | 0.00 | 0.00 |
| 2040 | L | Technician Salary Detail Ge | 5,300.00 | 5,437.50 | 3,262.50 | -3,400.00 |
| 20R0 | L | Accrued Payroll and Benefit | 0.00 | 0.00 | 0.00 | 0.00 |
| 2110 | L | Fica Gen | 0.00 | 409.35 | 0.00 | -409.35 |
| 2140 | L | Retirement Gen | 0.00 | 633.47 | 0.00 | -633.47 |
| 2160 | L | Group Insurance Gen | 0.00 | 36.27 | 0.00 | -36.27 |
| 2180 | L | Unemployment Compensati | 0.00 | 13.60 | 0.00 | -13.60 |
| 21A0 | L | Workers Compensation Gen | 0.00 | 166.72 | 0.00 | -166.72 |
| 2190 | L | Other Staff Benefits Gen | 1,330.00 | 190.26 | 0.00 | 1,139.74 |
| 31S0 | E | Lab Supplies Gen | 5,354.00 | 1,954.35 | 0.00 | 3,399.65 |
| 70F0 | E | Equipment Rent Expense Gr | 1,200.00 | 1,620.00 | 0.00 | -420.00 |
| 80K0 | E | Banner Tax | 66.00 | 31.94 | 0.00 | 34.06 |
| Net Total: | | | 0.00 | 2,756.54 | 3,262.50 | |

Relating Banner Reports to Foundation Reports

UNM Foundation
Normal Trial Balance
6400 - Child Hosp-Hazel Tall-Leach
From 7/1/2008 Through 7/31/2008

| Account Code | Account Title | Debit Balance | Credit Balance |
|--------------|-------------------------------|---------------|----------------|
| 01934 | Pediatric Hospice Fund | | 25,264.51 |
| 01949 | Cure Kids Cancer Fund | | 37,093.95 |
| 02010 | Pediatric Specialty Care Unit | | 4,368.80 |
| 02029 | Chapel Project for Richardson | | 19,837.00 |

And the Index is...

Oracle Developer Forms Runtime - Web: Open > FTMACCI [Q]

File Edit Options Block Item Record Query Tools Help

Account Index Code Maintenance Form FTMACCI 7.0 (BANP)

Chart of Accounts: Active Status Last Activity Date: 17-DEC-2007

Account Index: Account Index Title: 1934-Pediatric Hospice Fund

Effective Date: 01-DEC-2007 Termination Date: Next Change Date:

Accounting Distribution

| | | Check to Override |
|---------------|---|-------------------------------------|
| Fund: | 3U0301 HU Non Endow Spending Clinical Svc | <input type="checkbox"/> |
| Organization: | 331A HSC Controller Monitoring | <input type="checkbox"/> |
| Account: | | <input checked="" type="checkbox"/> |
| Program: | P3N021 1934 Pediatric Hospice Fund | <input type="checkbox"/> |
| Activity: | GNACTV General Activity | <input type="checkbox"/> |
| Location: | | <input type="checkbox"/> |

Enter value for Chart of Accounts

Record: 1/? ... List of Valu... <OSC>

Self Service Operating Ledger

my **UNM**

[back to Employee Life Tab](#)

Operating Ledger Queries

FOPA values have been verified against Account Index. If errors exist correct them. If correct press SUBMIT to continue.

| | | | |
|--------------------------------|--------|----------------------------------|--------|
| Fiscal year: | 2009 ▾ | Fiscal period: | 02 ▾ |
| Comparison Fiscal year: | None ▾ | Comparison Fiscal period: | None ▾ |
| Commitment Type: | All ▾ | | |
| Chart of Accounts | U | Account Index | 331022 |
| Fund | 3U0301 | Activity | GNACTV |
| Organization | 331A | Location | |
| Grant | | Fund Type | |
| Account | | Account Type | |
| Program | P3N021 | | |

Include Revenue Accounts

Save Query as:

Shared

And the Revenue Matches!

Report Parameters

| | | | |
|---|--|--|--|
| Organization Operating Ledger Report | | | |
| By Account | | | |
| Period Ending Aug 31, 2008 | | | |
| As of Mar 17, 2009 | | | |

| | | | |
|---------------------|---|-----------------|-----------------------------|
| Chart of Accounts U | University of New Mexico | Commitment Type | All |
| Fund | 3U0301 HU Non Endow Spending Clinical Svc Program | P3N021 | 1934 Pediatric Hospice Fund |
| Organization | 331A HSC Controller Monitoring | Activity | GNACTV General Activity |
| Account | All | Location | All |
| Account Index: | 331022 1934-Pediatric Hospice Fund | | |

Query Results

| Account | Account Title | FY09/PD02 Adjusted Budget | FY09/PD02 Year-to-Date Actuals | FY09/PD02 Reservations |
|-------------------------------|----------------------------|---------------------------|--------------------------------|------------------------|
| 1000 | Gifts Gen | 0.00 | <u>638.45</u> | <u>0.00</u> |
| 1900 | Balance Forward Detail Gen | 0.00 | <u>24,626.06</u> | <u>0.00</u> |
| Report Total (of all records) | | 0.00 | 25,264.51 | 0.00 |

Download All Ledger Columns

Download Selected Ledger Columns

Foundation Report Revenue

UNM Foundation
Normal Trial Balance
6400 - Child Hosp-Hazel Tull-Leach
From 7/1/2008 Through 7/31/2008

| <u>Account Code</u> | <u>Account Title</u> | <u>Debit Balance</u> | <u>Credit Balance</u> |
|---------------------|-------------------------------|----------------------|-----------------------|
| 01934 | Pediatric Hospice Fund | | 25,264.51 |
| 01949 | Cure Kids Cancer Fund | | 37,093.95 |
| 02010 | Pediatric Specialty Care Unit | | 4,368.80 |
| 02029 | Chapel Project for Richardson | | 19,837.00 |

Finance Self Service

- Finance Self Service can also be utilized to access the same information
- Sign into MyUNM at URL
<https://my.unm.edu/cp/home/displaylogin>

Finance Self Service

You are currently logged in: [e-mail](#) [calendar](#) [groups](#) | [logout](#) [help](#)

[Home](#) **[Employee Life](#)** [Campus Life](#) [Library](#) [UNM E-Mail](#) February 4, 2009

Banner Applications

Transaction and Real-time Query Systems

- [Internet Native Banner](#)
- [LoboWeb](#)
- [LoboMart](#)
- [UNMJobs](#)
- [Workflow](#)

Reporting

- [E-Print](#)
- [Hyperion](#)

Banner Resources

- [Banner Authorization Requests](#)
- [Report a Duplicate Person/Non-person](#)

What's New In Finance

General Announcements

Financial Services Connection Newsletter [Volume 4](#).

- [Finance Alerts](#)

New Hyperion Finance Reports available. Click [here](#) for more information. See the News & Events Section.


Need Assistance?

Contact the Financial Services Support Center (FSSC) at 277-3457 to speak with a Finance expert, visit our [website](#) for important Financial Services information or chat with a Finance agent via [FastInfo](#).

Training Opportunities

LoboWeb For Employees

No current announcements.



What is LoboWeb?

LoboWeb is the place for employees to view/update personal information, benefits and deductions, pay information, tax forms and more.

[Enter LoboWeb](#)

Due to scheduled backups, LoboWeb/LoboPhone is unavailable Saturday 7:00 pm - 9:30 pm.

Finance Self Service

[Student](#) [Financial Aid](#) [Employee](#) [Payment](#) [Finance](#)

Search

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Finance Menu

[Operating Ledger Queries](#)

Review revenue and expense information by account or organization.

[Encumbrance Query](#)

Review encumbrance information by account.

[Approve Documents](#)

Approve or disapprove financial documents.

[View Document](#)

Review requisitions, purchase orders, invoices, journal vouchers, encumbrances, or direct cash receipts.


Finance Self Service

Student Financial Aid Employee Payment **Finance**

Search Go

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Operating Ledger Queries

 Budget Query by Account allows you to review budget information by account for the Fiscal Period and Year to Date by: Specific FOAPAL/Index values, Specific Organization, All Organizations, Grant, Fund Type, Account Type, or Revenue Accounts.

Budget Query by Organizational Hierarchy allows you to review budget information of organizations for the Fiscal Period and Year to Date by: Hierarchical Structure, Specific Funds, high-level Organizations, Accounts, Programs, Fund Type, Account Type, or Revenue Accounts.

Create a New Query

Type 

Retrieve Existing Query

Saved Query 

Select the elements for your report:

Student **Financial Aid** **Employee** **Payment** **Finance**

Search [RETURN TO FINANCE MENU](#) [SITE MAP](#)

Operating Ledger Queries

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

| | |
|---|--|
| <input type="checkbox"/> Adopted Budget | <input checked="" type="checkbox"/> Year-to-Date Actuals |
| <input type="checkbox"/> Budget Adjustments | <input type="checkbox"/> Encumbrances |
| <input checked="" type="checkbox"/> Adjusted Budget | <input checked="" type="checkbox"/> Reservations |
| <input type="checkbox"/> Temporary Budget | <input type="checkbox"/> Commitments |
| <input type="checkbox"/> Accounted Budget | <input checked="" type="checkbox"/> Balance |

Save Query as:

Shared

Enter your index:


| | | | |
|---|----------------------|----------------------------------|--------|
| Fiscal year: | 2009 ▾ | Fiscal period: | 14 ▾ |
| Comparison Fiscal year: | None ▾ | Comparison Fiscal period: | None ▾ |
| Commitment Type: | All ▾ | | |
| Chart of Accounts | U | Account Index | 0990DY |
| Fund | 3U0003 | Activity | 099QAI |
| Organization | 099Q80 | Location | |
| Grant | | Fund Type | |
| Account | | Account Type | |
| Program | P3E074 | | |
| <input checked="" type="checkbox"/> Include Revenue Accounts | | | |
| Save Query as: | <input type="text"/> | | |
| <input type="checkbox"/> Shared | | | |
| Submit Query | | | |

The FOPA is validated:

FOPA values have been verified against Account Index. If errors exist correct them. If correct press SUBMIT to continue.

| | | | |
|--------------------------------|--------|----------------------------------|--------|
| Fiscal year: | 2009 ▾ | Fiscal period: | 14 ▾ |
| Comparison Fiscal year: | None ▾ | Comparison Fiscal period: | None ▾ |
| Commitment Type: | All ▾ | | |

Org Operating Ledger Report:

 You may add "user calculated columns" to a query. You may add, subtract, multiply, divide, or get a percent of (variance) any two Operating Ledger Column columns, and choose where they should be displayed. These columns may be removed, saved, or added from a query or template at any time.

Report Parameters

| Organization Operating Ledger Report | | | |
|--------------------------------------|--|----------------------------------|-----------------------------|
| By Account | | | |
| Period Ending Jun 30, 2009 | | | |
| As of Mar 10, 2009 | | | |
| Chart of Accounts | U University of New Mexico | Commitment Type | All |
| Fund | 3U0003 HU Endowed Spending Education Program | P3E074 HE TRU Calas Endowed Fund | |
| Organization | 099Q80 CRTC Research Faculty #284 | Activity | 099QAI CRTC FIGS Award 2008 |
| Account | All | Location | All |
| Account Index: | 0990DY CRTC FIGS Award - H. Hathaway | | |

Query Results

| Account | Account Title | FY09/PD14 Adjusted Budget | FY09/PD14 Year-to-Date Actuals | FY09/PD14 Reservations |
|-------------------------------|--------------------------------|---------------------------|--------------------------------|------------------------|
| 1600 | Allocations Earned Revenue Gen | 13,250.00 | <u>13,250.00</u> | <u>0.00</u> |
| 2040 | Technician Salary Detail Gen | 5,300.00 | <u>5,437.50</u> | <u>0.00</u> |
| 20R0 | Accrued Payroll and Benefits | 0.00 | <u>0.00</u> | <u>0.00</u> |
| 2110 | Fica_Gen | 0.00 | <u>409.35</u> | <u>0.00</u> |
| 2140 | Retirement Gen | 0.00 | <u>633.47</u> | <u>0.00</u> |
| 2160 | Group Insurance Gen | 0.00 | <u>36.27</u> | <u>0.00</u> |
| 2180 | Unemployment Compensation Gen | 0.00 | <u>13.60</u> | <u>0.00</u> |
| 21A0 | Workers Compensation Gen | 0.00 | <u>166.72</u> | <u>0.00</u> |
| 21J0 | Other Staff Benefits Gen | 1,330.00 | <u>190.26</u> | <u>0.00</u> |
| 31S0 | Lab Supplies Gen | 5,354.00 | <u>1,954.35</u> | <u>0.00</u> |
| 70F0 | Equipment Rent Expense Gen | 1,200.00 | <u>1,620.00</u> | <u>0.00</u> |
| 80K0 | Banner Tax | 66.00 | <u>31.94</u> | <u>0.00</u> |
| Report Total (of all records) | | 0.00 | 2,756.54 | 0.00 |

Download All Ledger Columns

Download Selected Ledger Columns

Save Query as

Shared

Compute Additional Columns for the query

Org Operating Ledger Detail Report:

Report Parameters

| | | | |
|--|---|----------------------------------|-----------------------------|
| Operating Ledger Detail Report | | | |
| Summary Year to Date Transaction Report | | | |
| Period Ending Jun 30, 2009 | | | |
| As of Mar 10, 2009 | | | |
| Chart of Accounts: U University of New Mexico | | Commitment Type: All | |
| Fund: | 3U0003 HU Endowed Spending Education Program: | P3E074 HE TRU Calas Endowed Fund | |
| Organization: | 099Q80 CRTC Research Faculty #284 | Activity: | 099QAI CRTC FIGS Award 2008 |
| Account: | 2040 Technician Salary Detail Gen | Location: | All |
| Account Index: | 0990DY CRTC FIGS Award - H. Hathaway | | |

Document List

| Transaction Date | Activity Date | Document Code | Vendor/Transaction Description | Amount | Rule Class Code |
|--------------------------------|---------------|---------------|--------------------------------|----------|-----------------|
| Mar 06, 2009 | Mar 04, 2009 | F0072023 | HR Payroll 2009 2R 5 0 | 375.00 | HGNL |
| Feb 20, 2009 | Feb 18, 2009 | F0071816 | HR Payroll 2009 2R 4 0 | 375.00 | HGNL |
| Feb 06, 2009 | Feb 04, 2009 | F0070744 | HR Payroll 2009 2R 3 0 | 375.00 | HGNL |
| Jan 23, 2009 | Jan 21, 2009 | F0069539 | HR Payroll 2009 2R 2 0 | 375.00 | HGNL |
| Jan 09, 2009 | Jan 07, 2009 | F0067677 | HR Payroll 2009 2R 1 0 | 375.00 | HGNL |
| Dec 23, 2008 | Dec 19, 2008 | F0067083 | HR Payroll 2008 2R 26 0 | 375.00 | HGNL |
| Dec 12, 2008 | Dec 18, 2008 | F0066900 | HR Payroll 2008 2R 25 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066308 | HR Payroll 2008 2R 24 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066307 | HR Payroll 2008 2R 23 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066306 | HR Payroll 2008 2R 22 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066305 | HR Payroll 2008 2R 21 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066304 | HR Payroll 2008 2R 20 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066303 | HR Payroll 2008 2R 19 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066302 | HR Payroll 2008 2R 18 2 | 375.00 | HGNL |
| Dec 09, 2008 | Dec 11, 2008 | F0066301 | HR Payroll 2008 2R 17 2 | 187.50 | HGNL |
| Report Total (of all records): | | | | 5,437.50 | |

Payroll Labor Report

Summary by Employee

For Document **F0072023** - HR Payroll 2009 2R 5 0

Chart of Accounts: U - University of New Mexico

Fund: 3U0003 - HU Endowed Spending Education Program: P3E074 - HE TRU Calas Endowed Fund

Organization: 099Q80 - CRTc Research Faculty #284 Activity: 099QAI - CRTc FIGS Award 2008

Account: 2040 - Technician Salary Detail Gen Location: All -

Account Index: 0990DY - CRTc FIGS Award - H. Hathaway

| Banner ID | Employee Name | Amount | Hours |
|-----------|---------------|--------|-------|
|-----------|---------------|--------|-------|

| | | | |
|--|--|--------|-------|
| | | 375.00 | 20.00 |
|--|--|--------|-------|

| | | | |
|-------|--|--------|-------|
| Total | | 375.00 | 20.00 |
|-------|--|--------|-------|

Identifying Corpus Funds and Indices

- Go to Banner form FGIBDST
- Insert the spending index number
- Select “Next Block”
- Write down the program number.
- In our example, the program number is P3E074. Each Endowed spending index has a unique program number.

Identifying Corpus Funds

Oracle Developer Forms Runtime - Web: Open > FGIBDST

File Edit Options Block Item Record Query Tools Help

Organization Budget Status Form FGIBDST 7.4.0.1 (BANP)

Chart: U
 Fiscal Year: 09
 Index: 0990DY
 Query Specific Account
 Include Revenue Accounts
 Commit Type: Both

Organization: 099Q80 CRTC Research Faculty #284
 Fund: 310000 HU Endowed Spending Education
 Program: P3E074 HE TRU Calas Endowed Fund
 Account:
 Account Type:
 Activity: 099QAI CRTC FIGS Award 2008
 Location:

| Account | Type | Title | Adjusted Budget | YTD Activity | Commitments | Available Balance |
|-------------------|------|-----------------------------|-----------------|--------------|-------------|-------------------|
| 1600 | R | Allocations Earned Revenue | 13,250.00 | 13,250.00 | 0.00 | 0.00 |
| 2040 | L | Technician Salary Detail Ge | 5,300.00 | 5,437.50 | 3,262.50 | -3,400.00 |
| 20R0 | L | Accrued Payroll and Benefit | 0.00 | 0.00 | 0.00 | 0.00 |
| 2110 | L | Fica Gen | 0.00 | 409.35 | 0.00 | -409.35 |
| 2140 | L | Retirement Gen | 0.00 | 633.47 | 0.00 | -633.47 |
| 2160 | L | Group Insurance Gen | 0.00 | 36.27 | 0.00 | -36.27 |
| 2180 | L | Unemployment Compensati | 0.00 | 13.60 | 0.00 | -13.60 |
| 21A0 | L | Workers Compensation Ger | 0.00 | 166.72 | 0.00 | -166.72 |
| 21J0 | L | Other Staff Benefits Gen | 1,330.00 | 190.26 | 0.00 | 1,139.74 |
| 31S0 | E | Lab Supplies Gen | 5,354.00 | 1,954.35 | 0.00 | 3,399.65 |
| 70F0 | E | Equipment Rent Expense G | 1,200.00 | 1,620.00 | 0.00 | -420.00 |
| 80K0 | E | Banner Tax | 66.00 | 31.94 | 0.00 | 34.06 |
| Net Total: | | | 0.00 | 2,756.54 | 3,262.50 | |

Identifying Corpus Funds

Oracle Developer Forms Runtime - Web: Open > FGITBAL

File Edit Options Block Item Record Query Tools Help

General Ledger Trial Balance Form FGITBAL 7.4.0.1 (BANP)

Chart: U Fund: 3E074 HE TRU Calas Endowed Fund Account Type:

Fiscal Year: 09 Account:

| Account | Description | Beginning Balance | D/C * | Current Balance | D/C * |
|---------------|-----------------------------------|-------------------|---|-----------------|---|
| A0CC | Claim On Cash | 570,850.39 | D <input type="checkbox"/> | 570,850.39 | D <input type="checkbox"/> |
| L500 | Endowments Due To Component Units | 0.00 | C <input type="checkbox"/> | 0.00 | C <input type="checkbox"/> |
| N400 | Net Assets General | 570,850.39 | C <input type="checkbox"/> | 570,850.39 | C <input type="checkbox"/> |
| | | | D <input type="checkbox"/> | | D <input type="checkbox"/> |
| | | | C <input type="checkbox"/> | | C <input type="checkbox"/> |
| | | | D <input type="checkbox"/> | | D <input type="checkbox"/> |
| | | | C <input type="checkbox"/> | | C <input type="checkbox"/> |
| | | | D <input type="checkbox"/> | | D <input type="checkbox"/> |
| | | | C <input type="checkbox"/> | | C <input type="checkbox"/> |
| | | | D <input type="checkbox"/> | | D <input type="checkbox"/> |
| | | | C <input type="checkbox"/> | | C <input type="checkbox"/> |
| | | | D <input type="checkbox"/> | | D <input type="checkbox"/> |
| | | | C <input type="checkbox"/> | | C <input type="checkbox"/> |
| | | | D <input type="checkbox"/> | | D <input type="checkbox"/> |
| | | | C <input type="checkbox"/> | | C <input type="checkbox"/> |
| Total: | ALL ACCOUNTS | 0.00 | <input type="checkbox"/> <input type="checkbox"/> | 0.00 | <input type="checkbox"/> <input type="checkbox"/> |

* - denotes amount is opposite of Normal Balance

Identifying Corpus Indices

- Not recommended
- Go to FTMACCI
- Put the fund number for the Corpus in the Fund area
- Next Block
- The Corpus index will be displayed

More Foundation Information

- Your LEARN Manual contains more detailed information about the Foundation and Endowed and Non Endowed Funds
- Read it for more details

LEARN Manual Appendices

- Additionally, your LEARN Manual has 10 appendices
- These cover the following information:

Appendices

- 1) Endowment Gift Agreement Form
- 2) Fund Establishment Form
- 3) Foundation Endowed Funds Account Structure
- 4) Chart-Endowed and Non Endowed funds compared

Appendices

- 5) List of UNM Policies related to Endowed and Non Endowed funds
- 6) Endowment Minimum Funding Levels
- 7) Terms Used - Definitions

Appendices

- 8) Identifying Banner indices from Foundation or FRS Account numbers
- 9) Foundation Reports- examples
- 10) Annual Foundation Endowment Report- example

Questions?

