



South Carolina Enterprise Information System

# FUNDS MANAGEMENT

## FM300U

STATE INFORMATION  
TECHNOLOGY



SC BUDGET AND CONTROL BOARD

# Class Map

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- 🌀 **Lesson 1:** Funds Management Process and Master Data
- 🌀 **Lesson 2:** Availability Control
- 🌀 **Lesson 3:** Create, Change, and Display Budgets
- 🌀 **Lesson 4:** Create and Maintain Earmarked Funds
- 🌀 **Lesson 5:** Budget Error Messages



# **LESSON 1: FUNDS MANAGEMENT PROCESS AND MASTER DATA**

## Functions of the Funds Management(FM) Module:

Used to load and maintain the approved budget for the State of SC

Maintains revenue and expenditure budgets for all agencies and program areas.

Monitors transactions that affect budget consumption.

Warns when funds are low and prevents overspending.

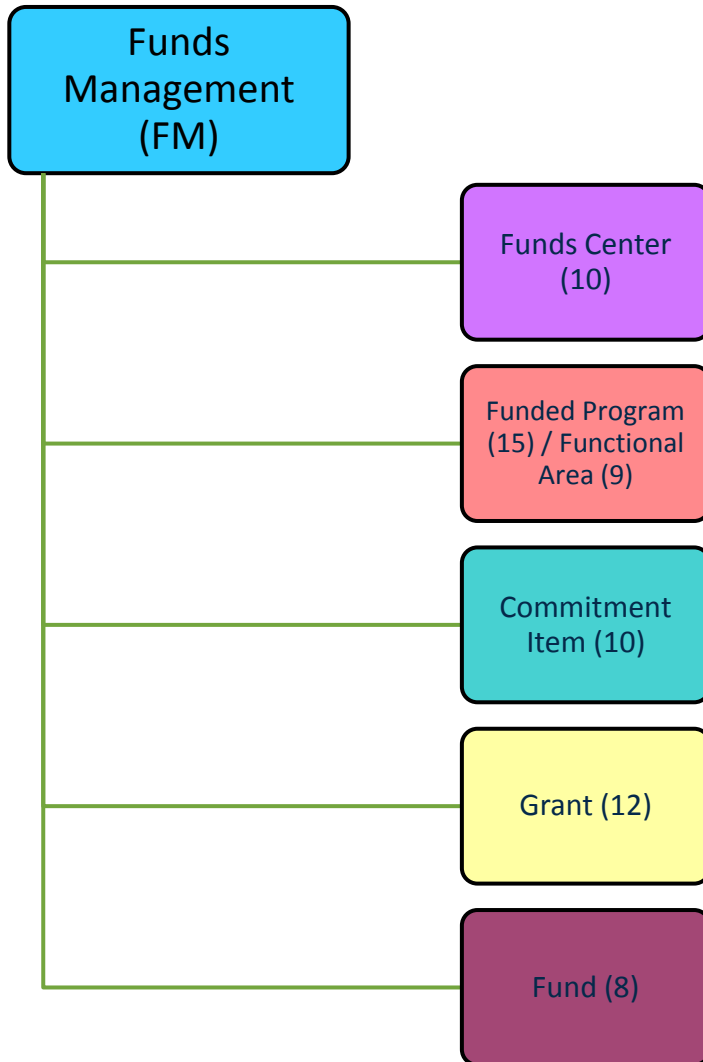
Tracks encumbrance transactions and documents.

# SCEIS ECC Modules

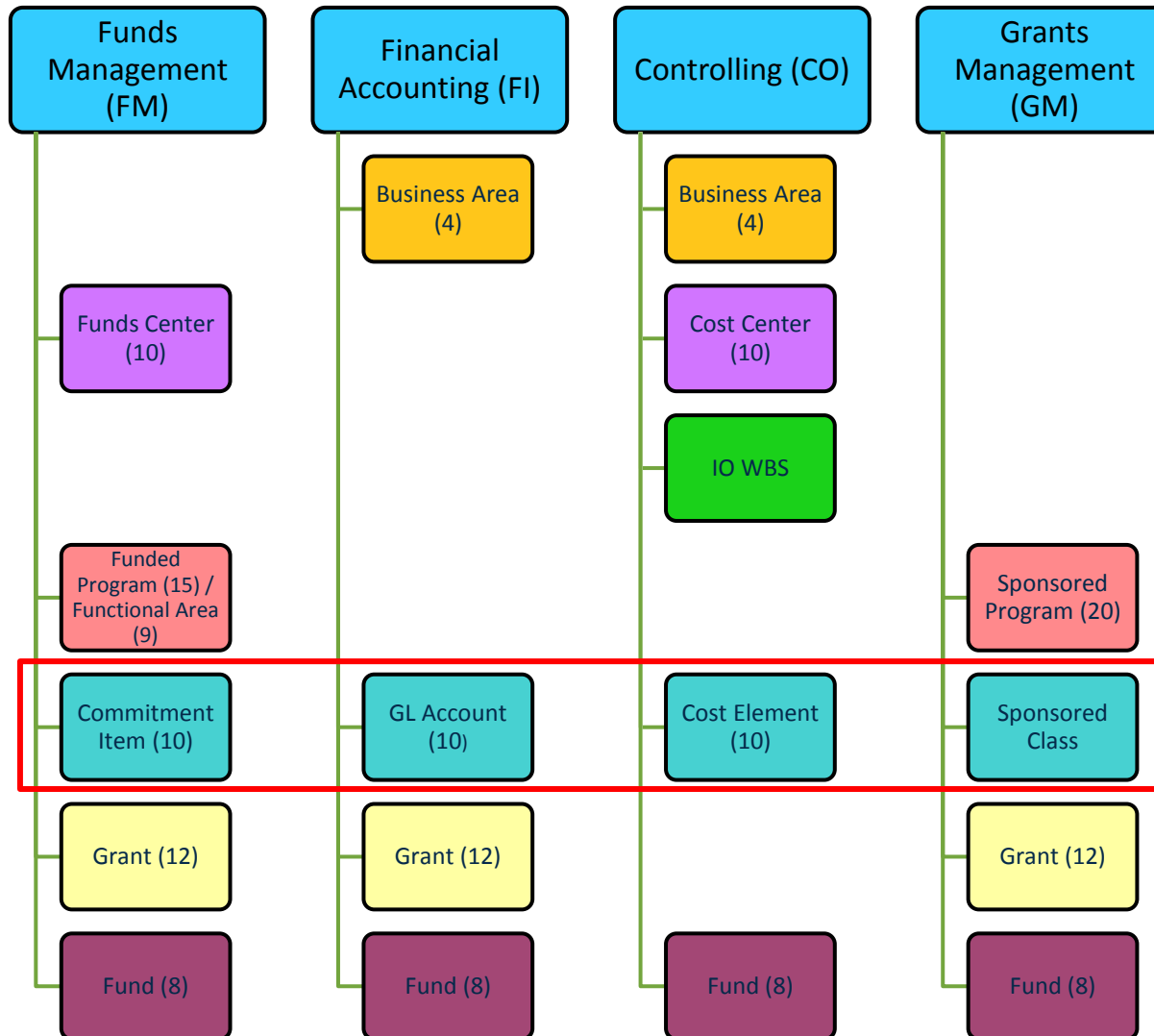


ECC Module	FUNDS MANAGEMENT	FINANCIAL ACCOUNTING	CONTROLLING
<b>Organizational Structure</b> <hr/>	<b>FM AREA</b> <hr/>	<b>COMPANY CODE</b> <hr/>	<b>CONTROLLING AREA</b> <hr/>
<b>Organizational Description</b>	<b>Organizational unit in Funds Management</b>	<b>Independent balance sheet unit</b>	<b>Organizational unit in cost accounting</b>
<b>SC01</b>	<b>SC01</b>	<b>SC01</b>	<b>SC01</b>

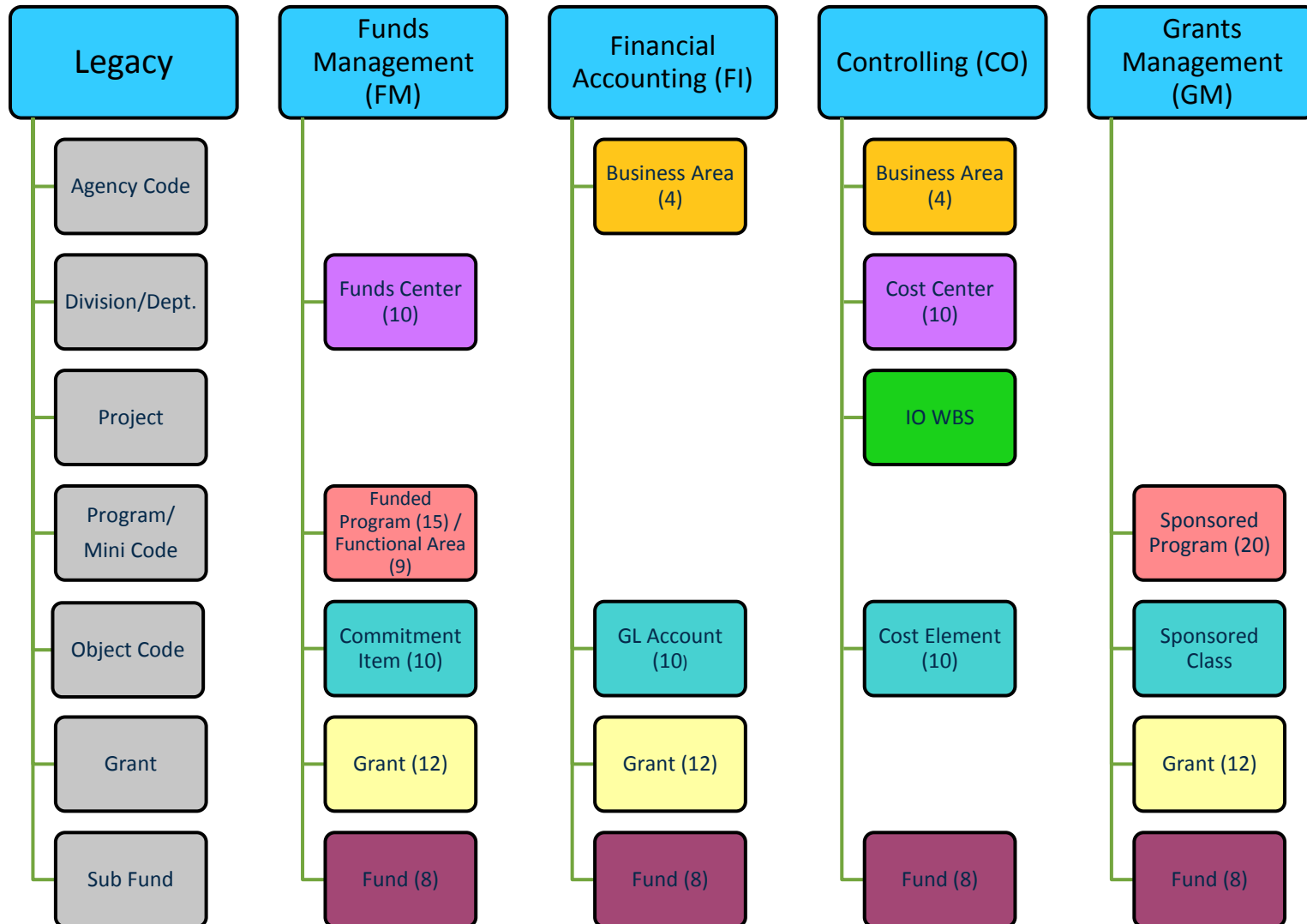
# SCEIS FM Data Structure & Integration



# SCEIS FI Data Structure & Integration

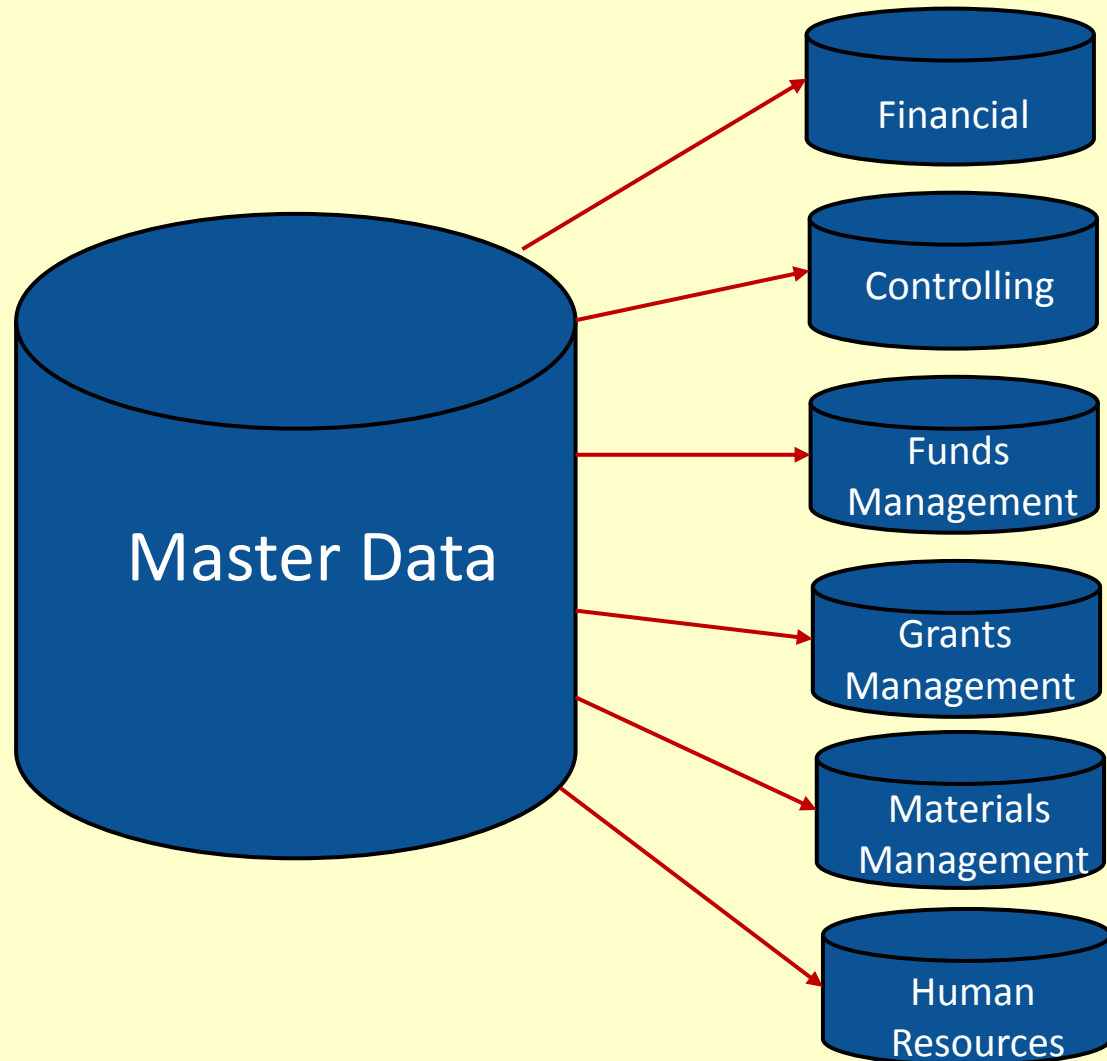


# SCEIS FI Data Structure & Integration

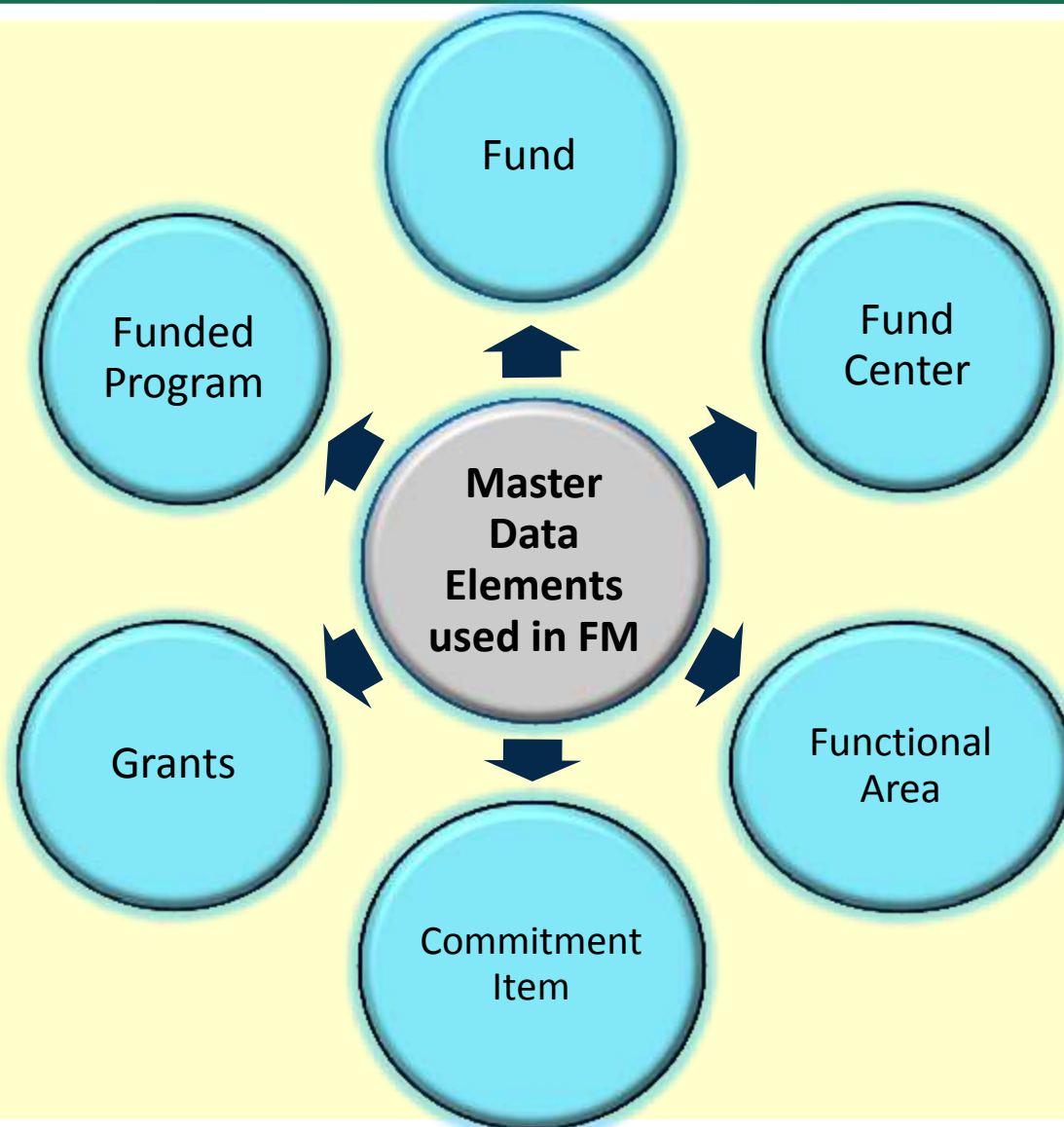




# Master Data



# Funds Management Master Data



# Fund

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A self-balancing set of accounts for specific activities.

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A complete set of books can be created for each fund.

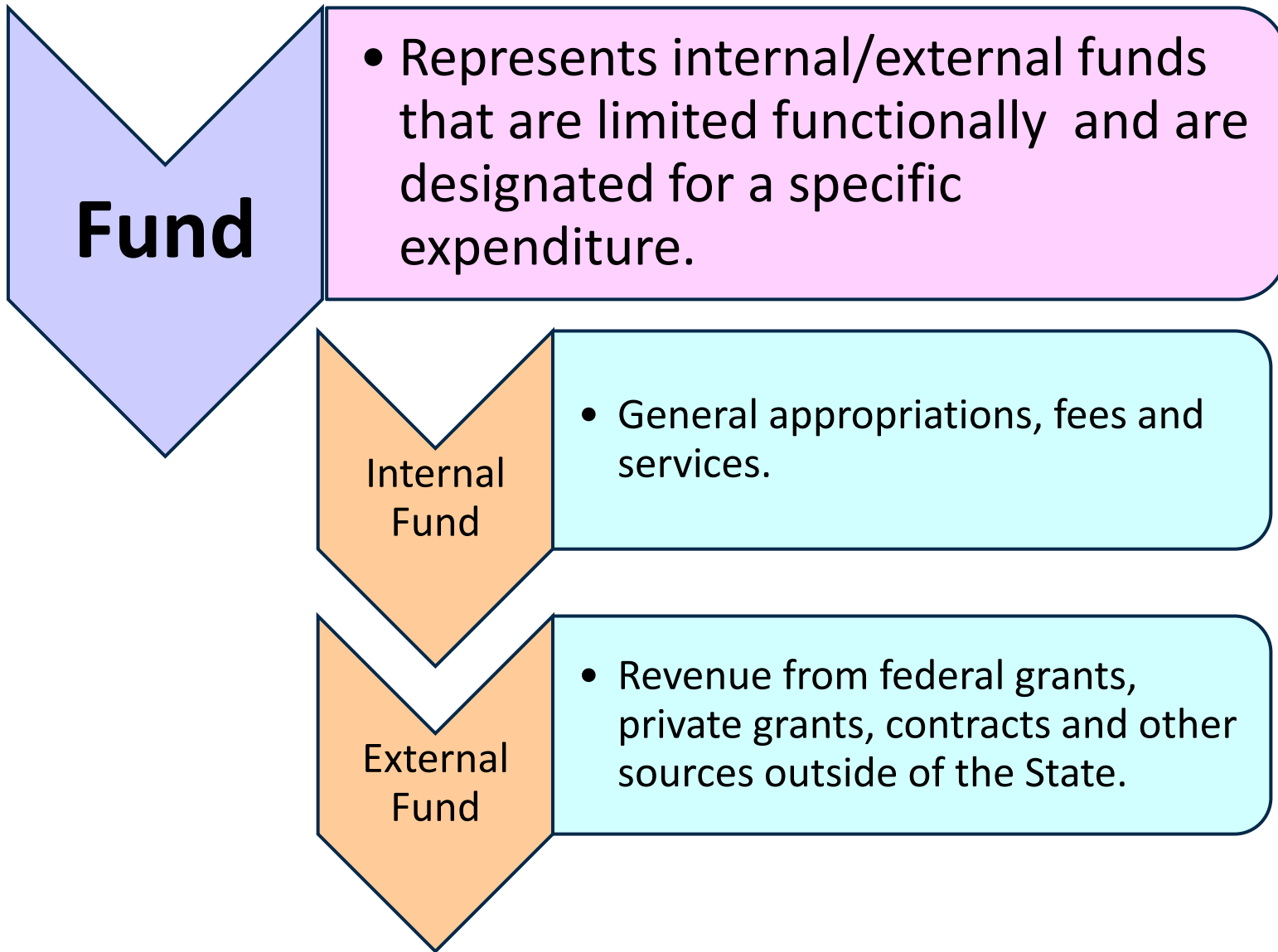
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Used for tracking, controlling and reporting on available financial resources.

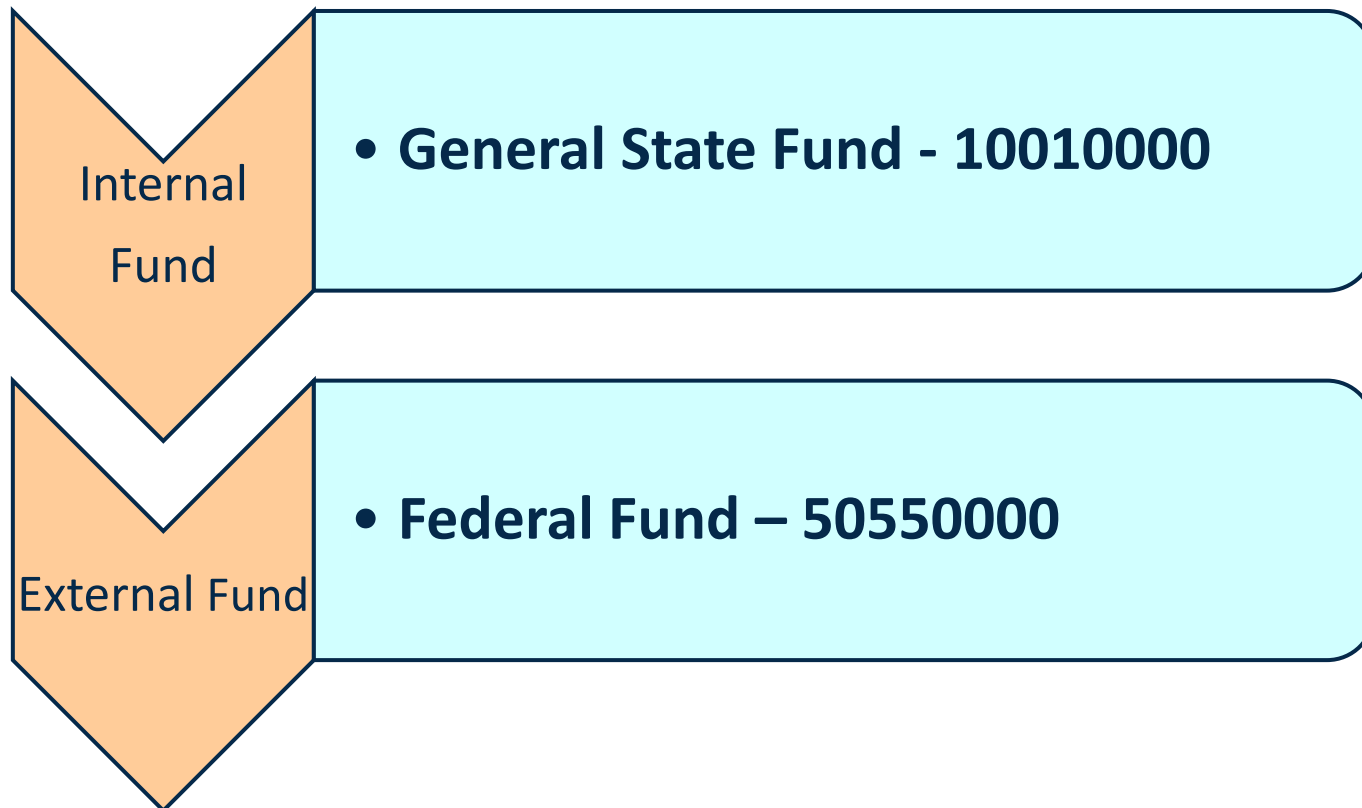
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A full set of financial statements is possible for each fund.

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# Fund

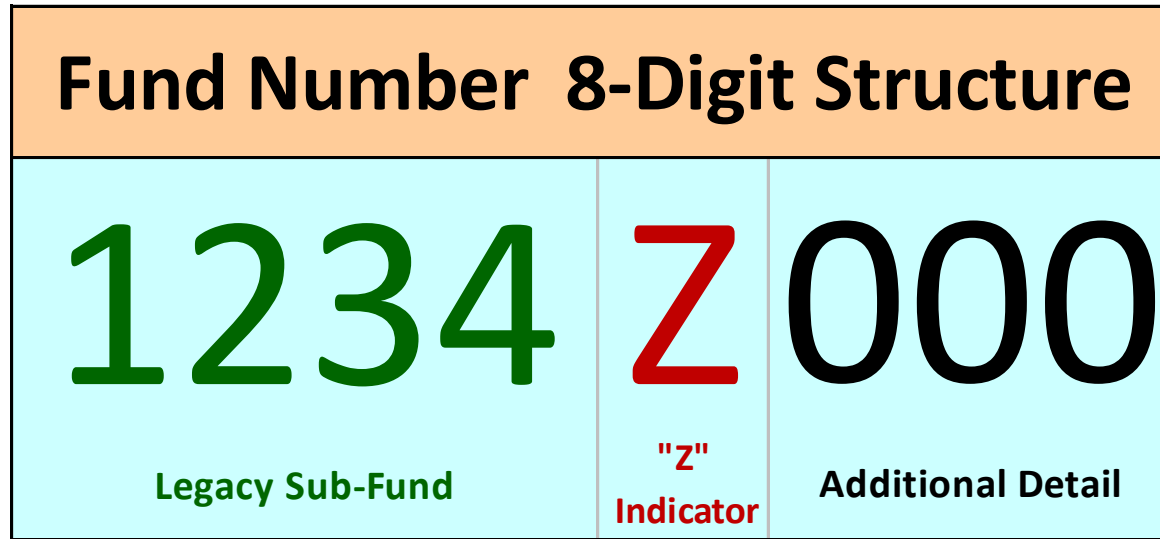


# Fund Category and Number Range

Fund Category	Number Range
General Fund Expenditure	<b>1</b> 0000000-19999999
General Fund Revenue	<b>2</b> 0000000-29999999
Earmarked Fund	<b>3</b> 0000000-39999999
Restricted Fund	<b>4</b> 0000000-49999999
Federal Fund	<b>5</b> 0000000-59999999



First number indicates Fund Category

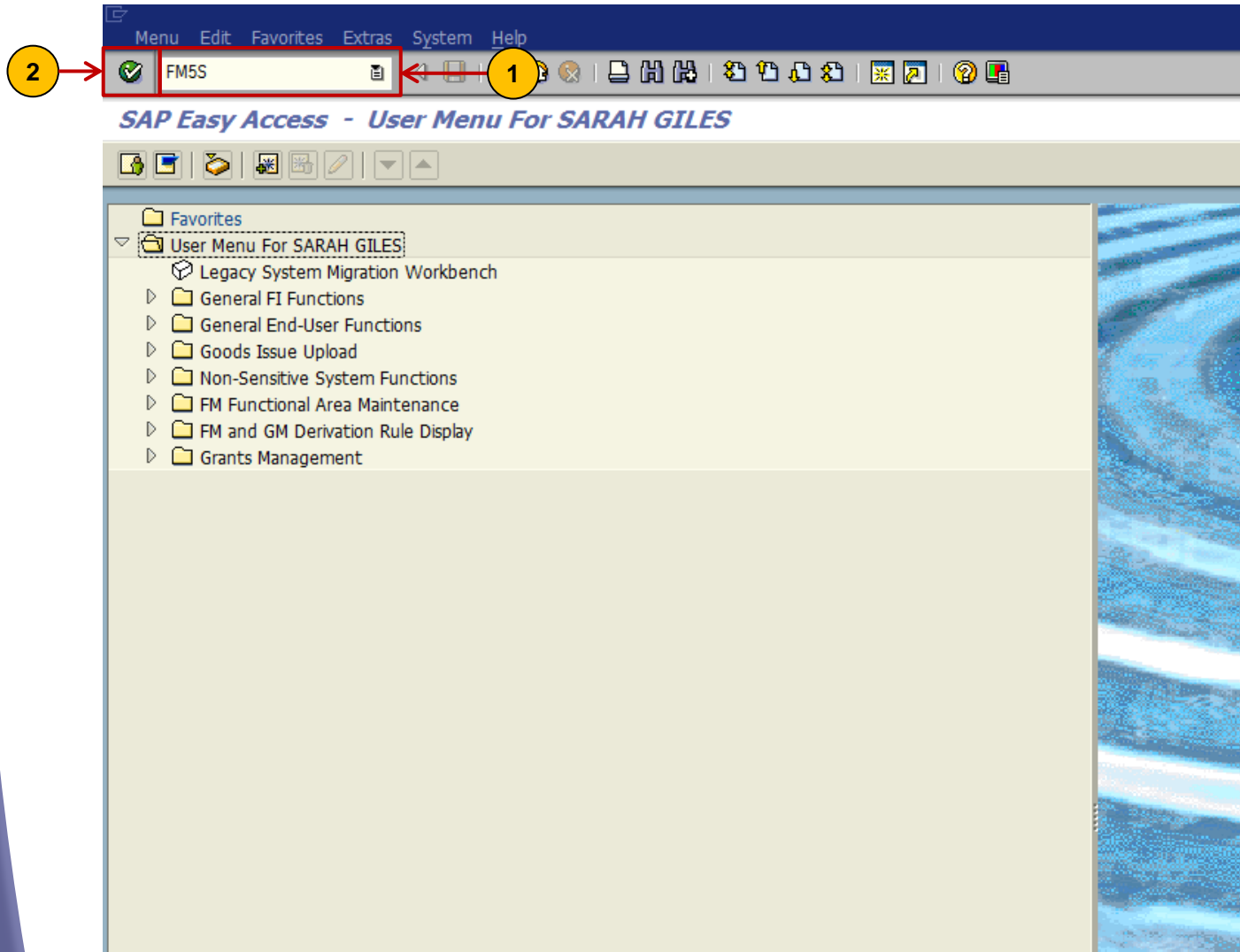


"Z" Indicator	
0	- Governmental Funds
7	- Fiduciary Fund
8	- Capital Projects
9	- Audited Financial Statement Agency

Fund Example		
Donations - Earmarked Fund		
3098	0	0000
Earmarked Fund	Governmental Funds	Agency Detail



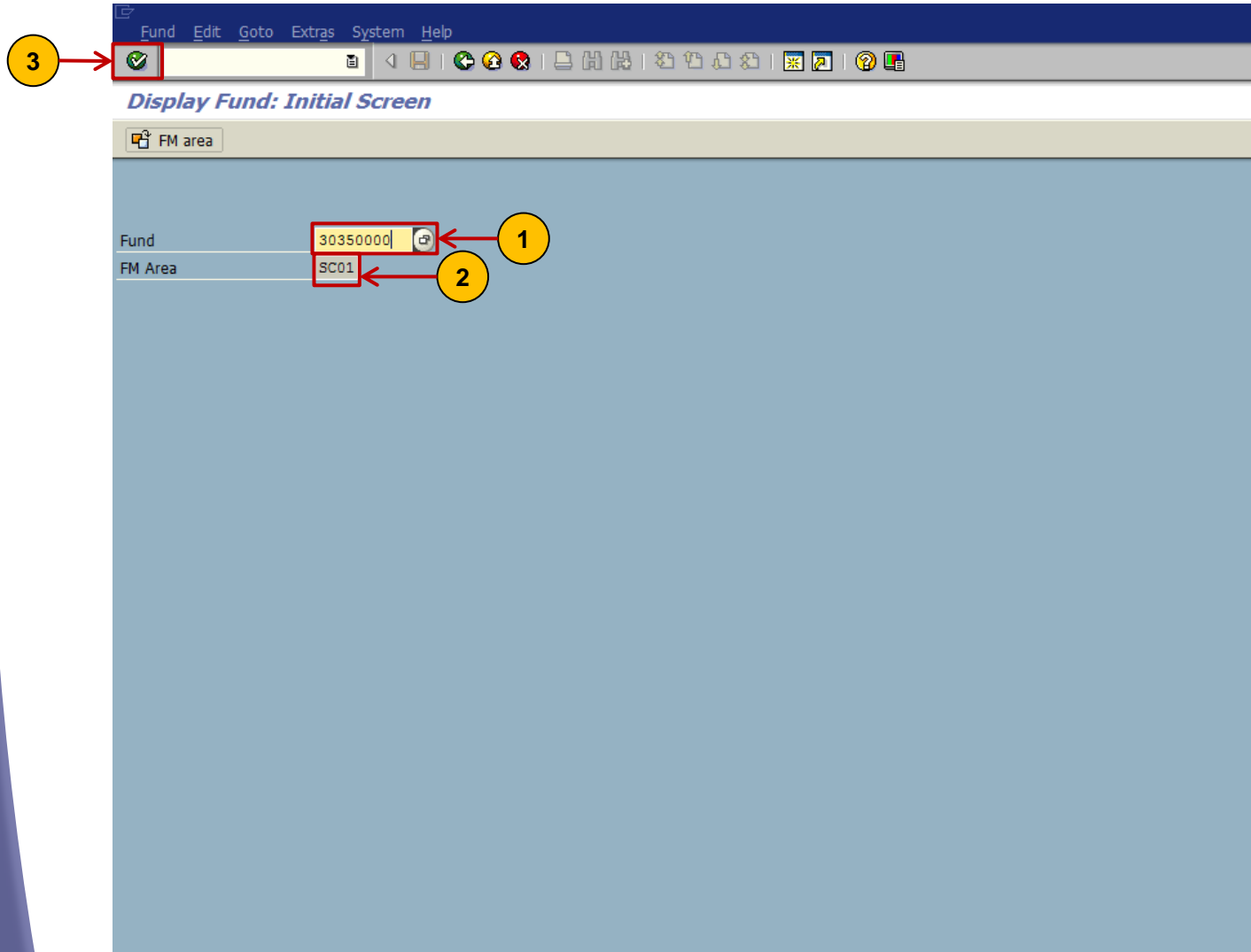
# FM5S - Display Fund



The screenshot displays the SAP Easy Access interface for user SARAH GILES. At the top, a menu bar includes 'Menu', 'Edit', 'Favorites', 'Extras', 'System', and 'Help'. Below this is a toolbar with various icons. A red box highlights the 'FM5S' entry in the toolbar, with a yellow circle containing the number '2' and an arrow pointing to it. To the right of the toolbar, a yellow circle containing the number '1' has an arrow pointing to the left, indicating the direction of the next step. Below the toolbar, the text 'SAP Easy Access - User Menu For SARAH GILES' is displayed. The main content area shows a tree view under 'Favorites' with the following structure:

- Favorites
  - User Menu For SARAH GILES
    - Legacy System Migration Workbench
    - General FI Functions
    - General End-User Functions
    - Goods Issue Upload
    - Non-Sensitive System Functions
    - FM Functional Area Maintenance
    - FM and GM Derivation Rule Display
    - Grants Management

# FM5S - Display Fund



The screenshot shows the 'Display Fund: Initial Screen' in a web browser. The browser's address bar contains a checkmark icon, which is highlighted by a red box and a yellow circle with the number '3'. The page title is 'Display Fund: Initial Screen'. Below the title, there is a tab labeled 'FM area'. The main content area has a light blue background. On the left side, there are two labels: 'Fund' and 'FM Area'. To the right of 'Fund' is a text input field containing '30350000', which is highlighted by a red box and a yellow circle with the number '1'. To the right of 'FM Area' is a text input field containing 'SC01', which is highlighted by a red box and a yellow circle with the number '2'. A red arrow points from the '3' in the address bar to the checkmark icon. Another red arrow points from the '1' in the circle to the '30350000' input field. A third red arrow points from the '2' in the circle to the 'SC01' input field.

# FM5S - Display Fund

Fund Edit Goto Extras Environment System Help

Long text... Change history... Change documents Classification

FM Area  SC FM Area  
Fund

**Names**

Name  ←  
Description

**Basic data**

Valid from  Valid To  ←  
Fund Type  ← PG-Governmental/Special Revenue  
Authorization group

**Additional data**

Bdgt profile fund   
Customer for fund   
Funds application  SPECIAL REVENUE FDS  
 Balance update

**Additional Data 2**

GAAP Fund Type:   
Budget Code:   
GAAP Individual Fund Code:   
GAAP Fund Code:   
Z Indicator:   
Assoc. Bus Area (Debt Mgmt)

# Fund Center

## Fund Centers



Represent organizational units for which budgets are created.



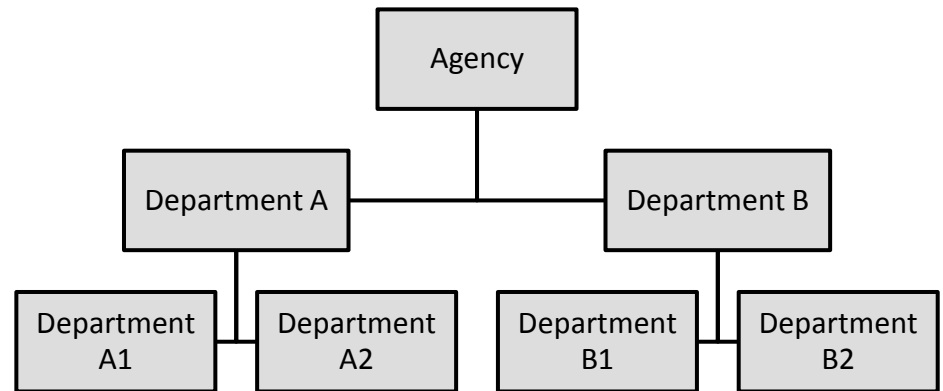
Are arranged in hierarchies with the Agency represented at the top level.



Are assigned to a manager for tracking their budget activity for their area or department.



Are the equivalent of a cost center in the Controlling module.



## 8-Digit Fund Center

- Budget is initially loaded for each Agency at the 8-digit Fund Center Level
- The 8-digit Fund Center level is for budgeting purposes only.
- The budget Availability Control(AVC) is set by default at this level.

## 10-Digit Fund Center

- Transactions related to budget spending are posted at the detail 10-digit Funds Center
- Agencies may chose to control spending at the 10-digit Fund Center. The agency will distribute the budget and/or AVC from the top level Funds Center to the lower level or 10-digit Funds Center.

# Fund Center

Ernie: We need to change the word "Digit" to "Character" in the two boxes on this slide

**Ex: 8-Digit Fund Center**

**F030 0000**

**Business Area**

**Ex: 10-Digit Fund Center**

**F030 BA00001**

**Agency Hierarchy**

**Used for Budgetary Purposes**

**Used for Posting Expenditures**

# Commitment Items

## Commitment Items:

- Represent Expenditure and Revenue accounts in FM.

## 6-Digit

- Used for budgeting purposes only.

## 10-Digit

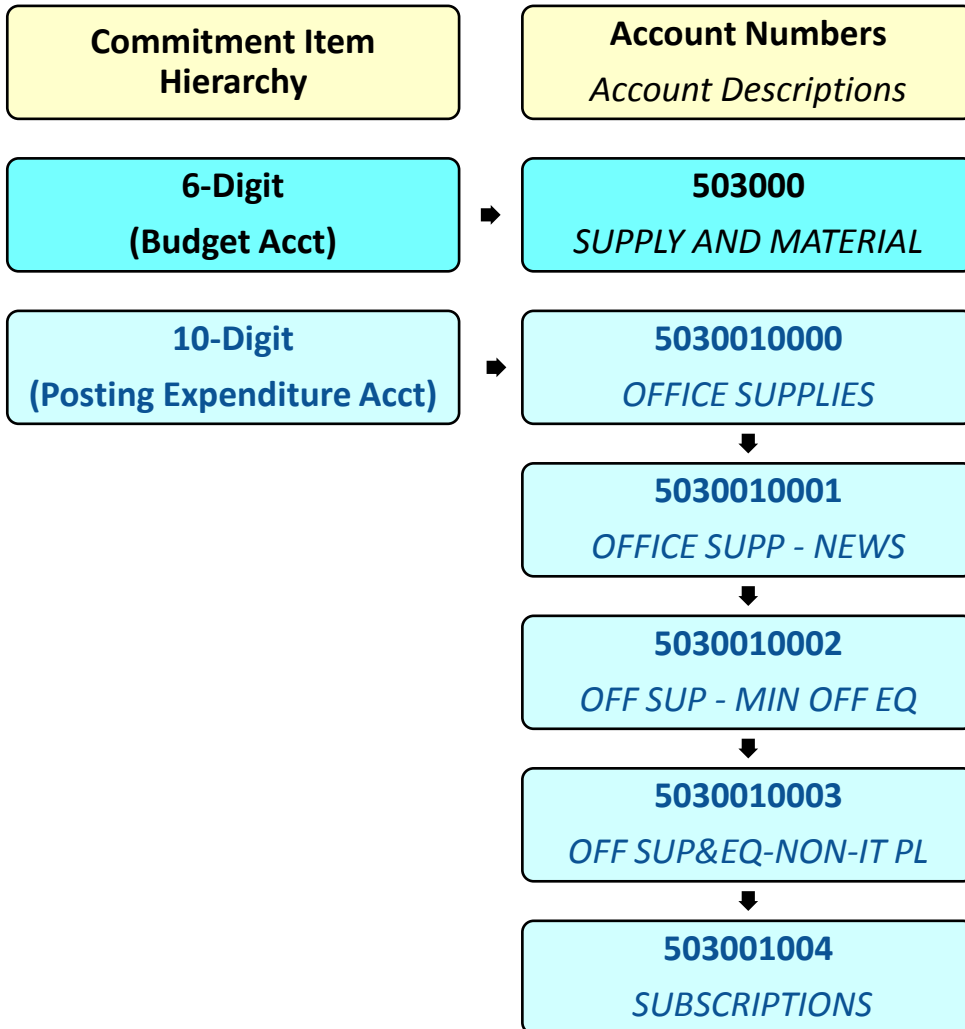
- Used to post revenue and expenditure amounts.

# Commitment Items

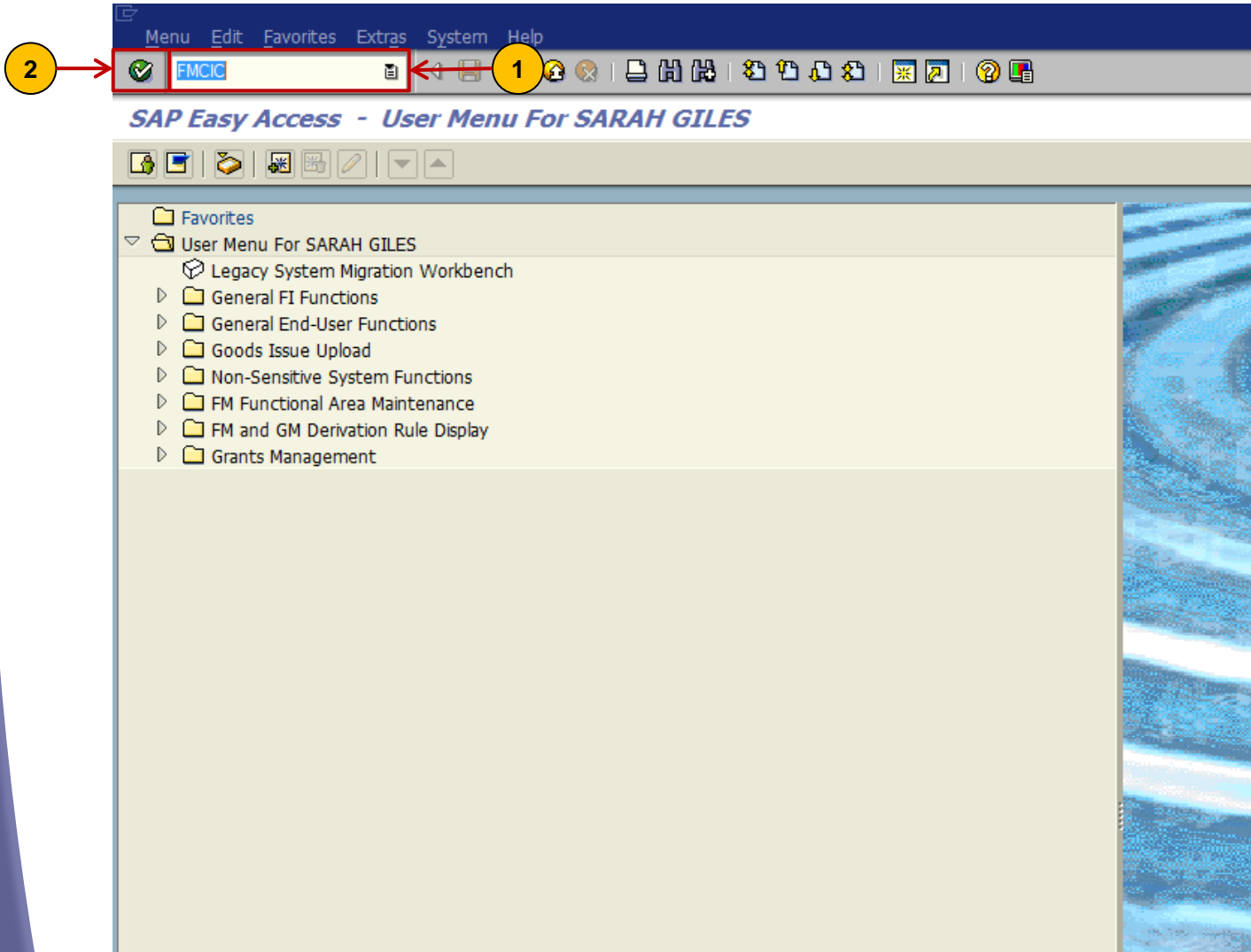
<b>Commitment Items</b>	<b>Number Range</b>	
Assets	1000000000 – 1999999999	
Liabilities	2000000000 – 2999999999	
Fund Balance	3000000000 – 3999999999	
Revenue	4000000000 – 4999999999	<b>Used in FM</b>
Expenditures	5000000000 – 5999999999	
Transfers	6000000000 – 7999999999	
Conversions	9000000000 – 9999999999	



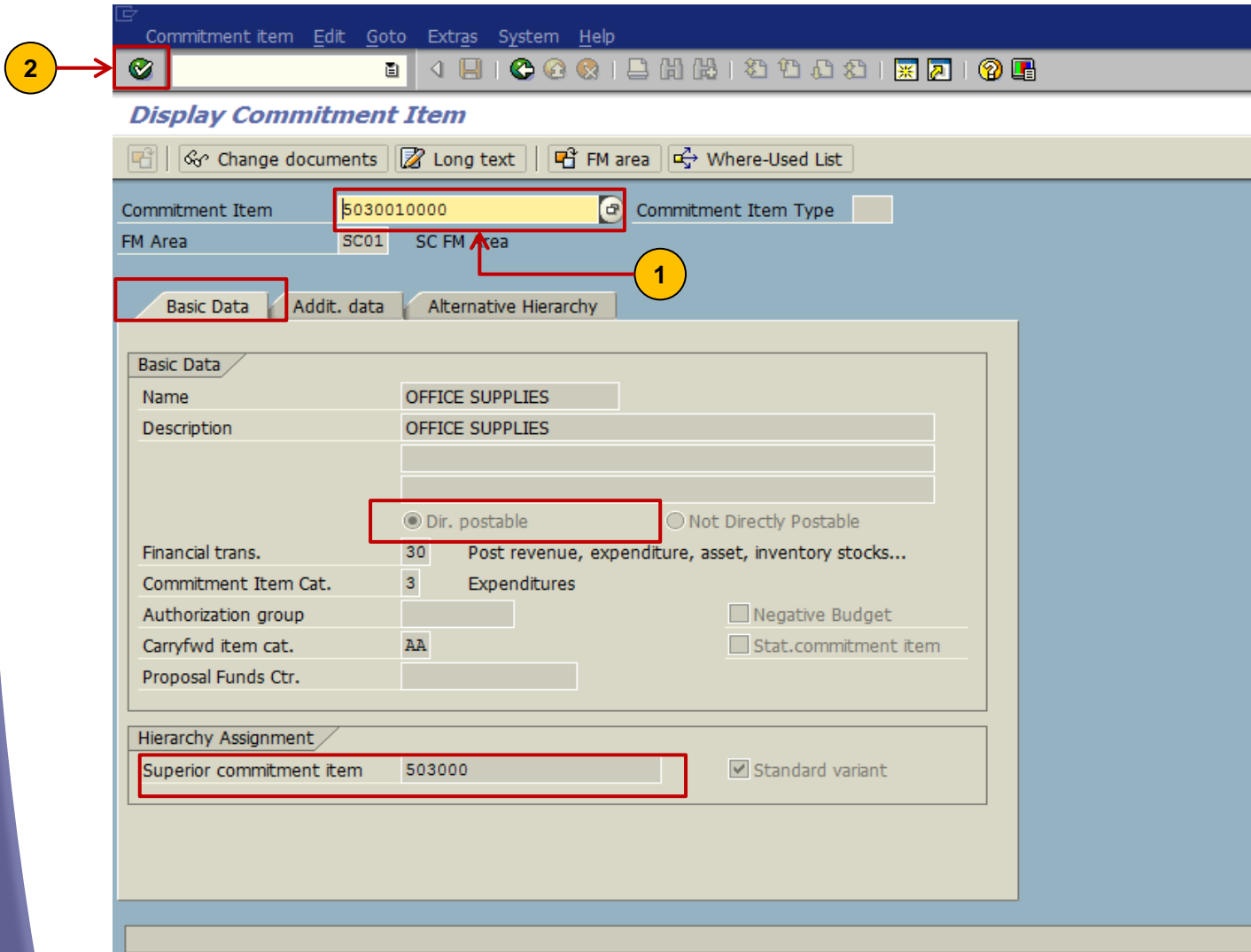
# Commitment Items



# FMCIIC – Display Commitment Items



# FMCIC – Display Commitment Items



Commitment item Edit Goto Extras System Help

**2** →

### Display Commitment Item

Change documents Long text FM area Where-Used List

Commitment Item **5030010000** Commitment Item Type

FM Area SC01 SC FM Area **1**

Basic Data Addit. data Alternative Hierarchy

**Basic Data**

Name OFFICE SUPPLIES

Description OFFICE SUPPLIES

Dir. postable  Not Directly Postable

Financial trans. 30 Post revenue, expenditure, asset, inventory stocks...

Commitment Item Cat. 3 Expenditures

Authorization group  Negative Budget

Carryfwd item cat. AA  Stat. commitment item

Proposal Funds Ctr.

**Hierarchy Assignment**

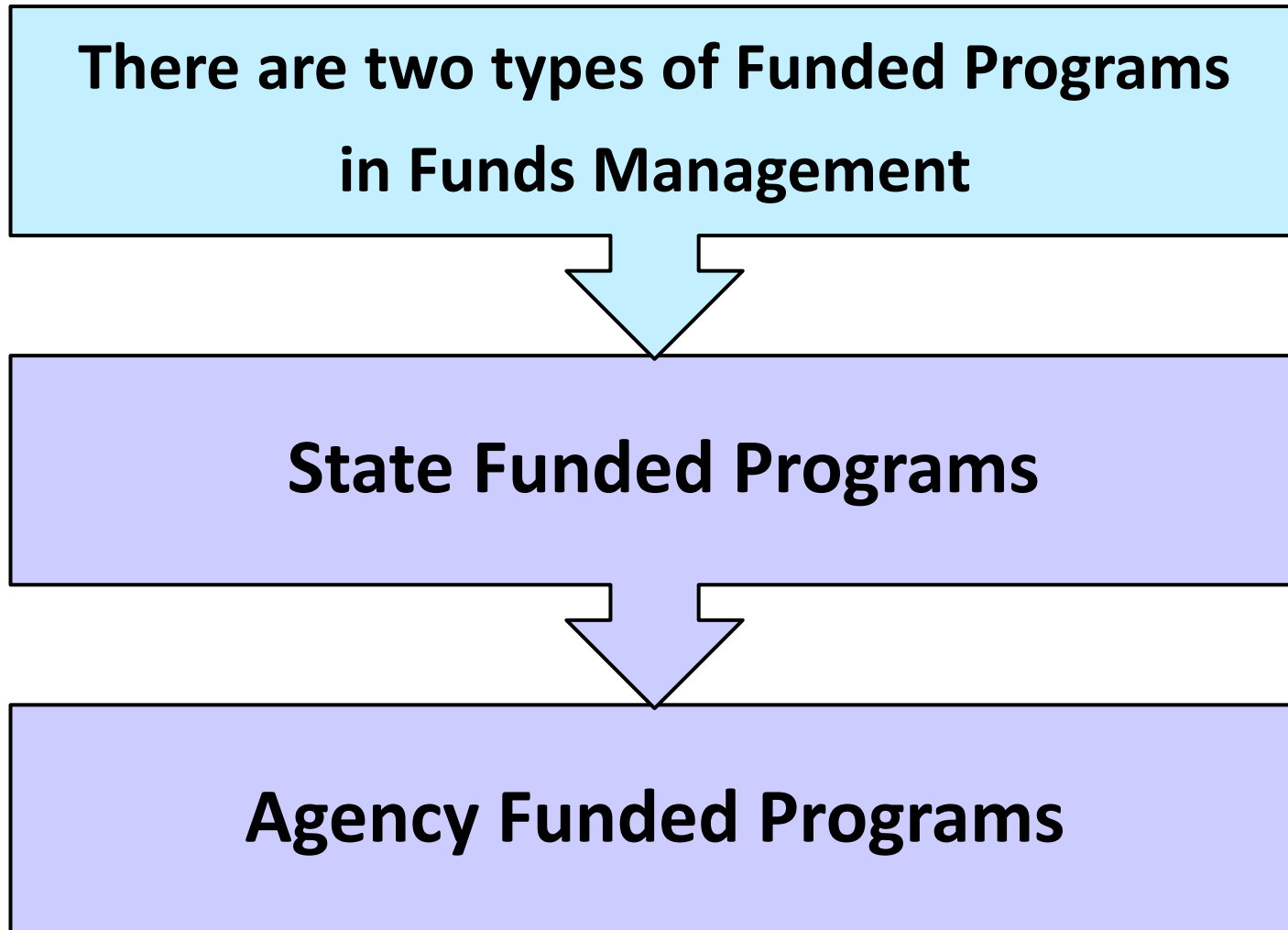
Superior commitment item **503000**  Standard variant

# Funded Programs

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**Represent the activities and projects of the State of South Carolina for budgeting purposes.**

**Enable you to record budget, control postings, and monitor the performance of internal projects and programs.**



## **Budget for State Funded programs is:**

- ❖ Loaded into the system after the annual budget is approved.
  - ❖ These budgets are based on Agency funding request during the budget process and budget approval from the legislature.
  - ❖ Agency budget personnel can view State Funded Programs but cannot make changes.

# State Funded Programs


## State Funded program codes are:

- ❖ Comprised of 15 characters:

**0100.000000.000**

- ❖ As a default, the State Funded Program level is where budget is checked when spending occurs.

# Agency Funded Program



	<p><b>State Funded Programs</b> can be further broken down into Agency Funded Programs.</p>

	<p><b>An Agency Funded Program</b> is a sub-division of the State Level Funded Program.</p>



# Agency Funded Program

## Agency Funded Program codes are:

- ❖ Comprised of 15 characters.
- ❖ Always derived – never keyed.

Cost Center

F030000010\_0004

Business Area

Functional Area

# Agency Funded Program

## Agency Funded Program:

*Regular Functional Area:*

0004

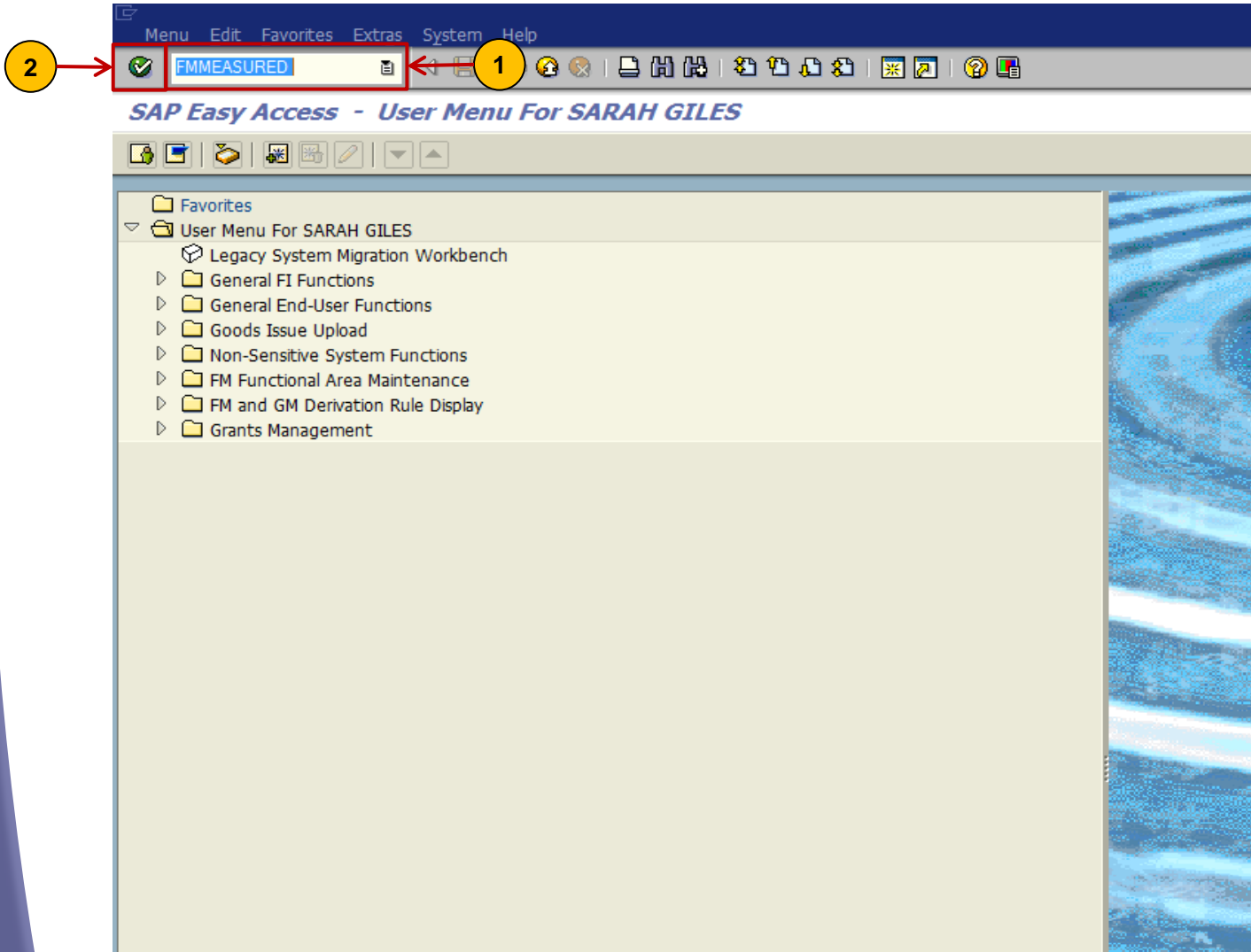
Regular Functional Area

*Special Functional Area:*

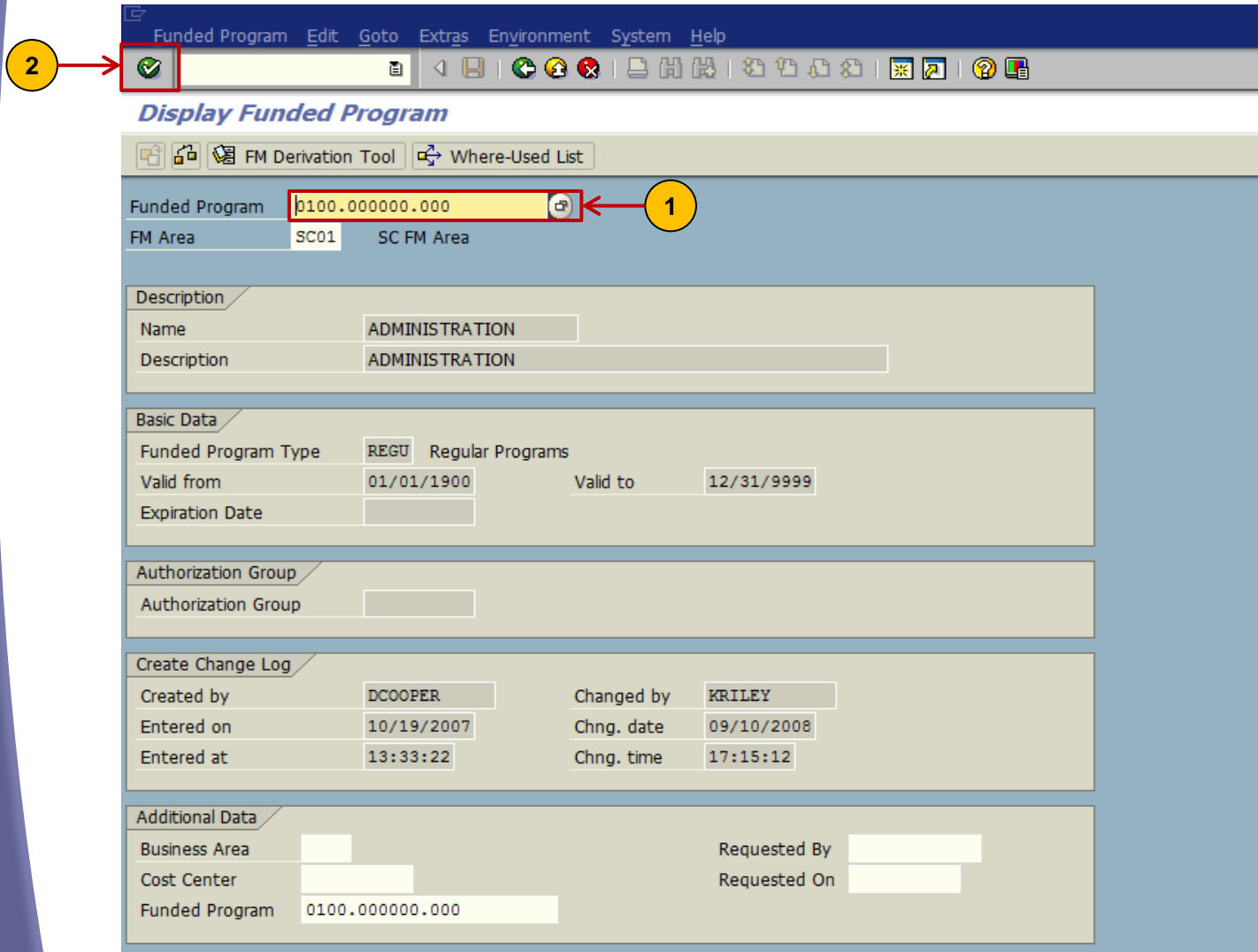
X0004

Special Functional Area


# FMMEASURED – Display a Funded Program



# FMMEASURED – Display a State Funded Program




Funded Program Edit Goto Extras Environment System Help

**2** → 

### Display Funded Program

FM Derivation Tool Where-Used List

Funded Program **0100.000000.000**  ← **1**

FM Area SC01 SC FM Area

**Description**

Name ADMINISTRATION  
Description ADMINISTRATION

**Basic Data**

Funded Program Type REGU Regular Programs  
Valid from 01/01/1900 Valid to 12/31/9999  
Expiration Date

**Authorization Group**

Authorization Group

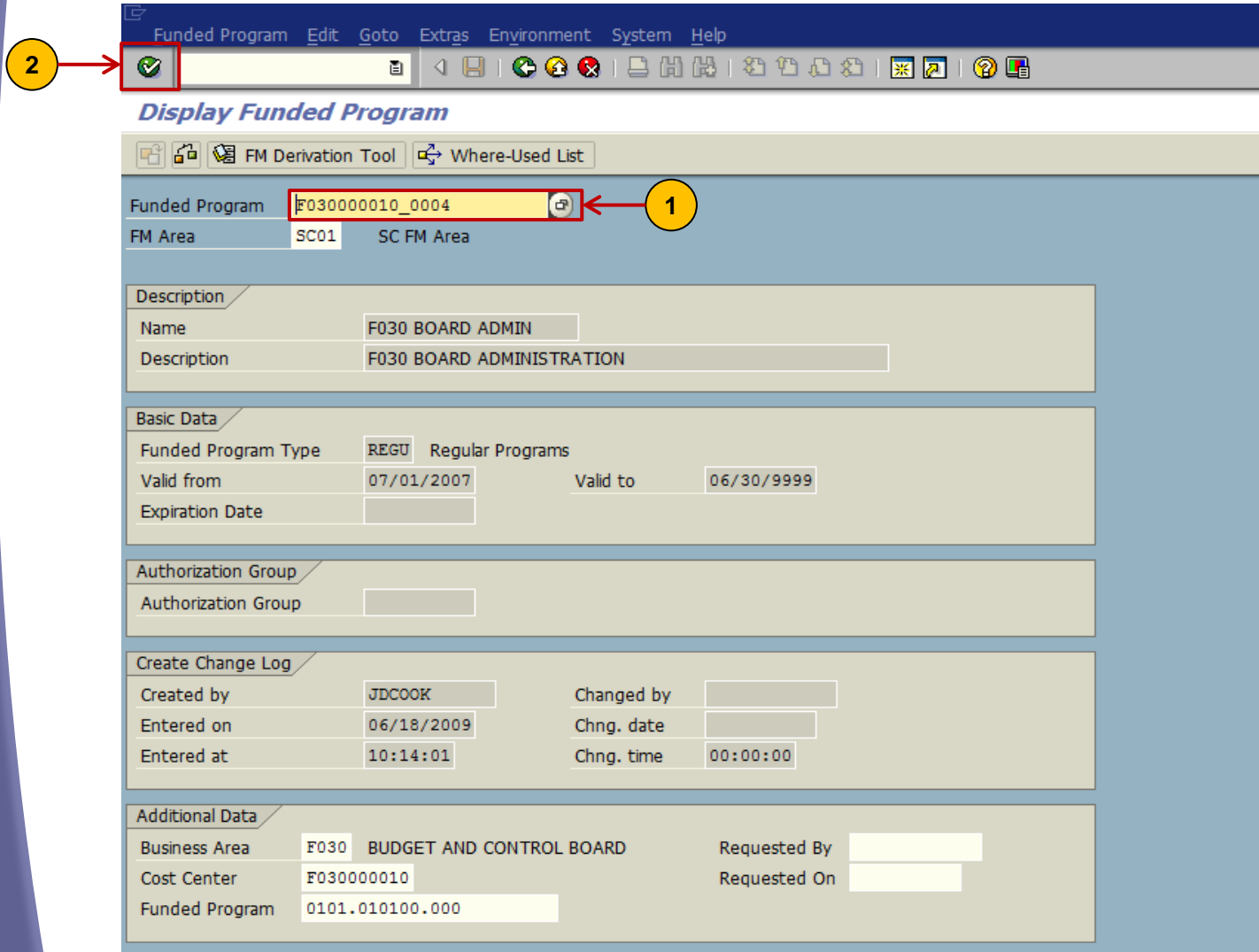
**Create Change Log**

Created by DCOOPER Changed by KRILEY  
Entered on 10/19/2007 Chng. date 09/10/2008  
Entered at 13:33:22 Chng. time 17:15:12

**Additional Data**

Business Area Requested By  
Cost Center Requested On  
Funded Program 0100.000000.000


# FMMEASURED – Display an Agency Funded Program



Funded Program   Edit   Goto   Extras   Environment   System   Help

**Display Funded Program**

FM Derivation Tool   Where-Used List

Funded Program  

FM Area    SC FM Area

**Description**

Name

Description

**Basic Data**

Funded Program Type  Regular Programs

Valid from    Valid to

Expiration Date

**Authorization Group**

Authorization Group

**Create Change Log**

Created by    Changed by

Entered on    Chng. date

Entered at    Chng. time

**Additional Data**

Business Area  BUDGET AND CONTROL BOARD   Requested By

Cost Center    Requested On

Funded Program

## Functional Area

Used to group accounting and budgeting activities by their functions.	Represent the State Level Appropriation within an Agency.	Can be 1 to 1 or many to 1 relationship to the mini-code structure.	By default, no check on budget availability at the Functional Area.
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## Functional Area Code



**F030\_AA00**

Business Area

Functional Area

# ZMDRR –

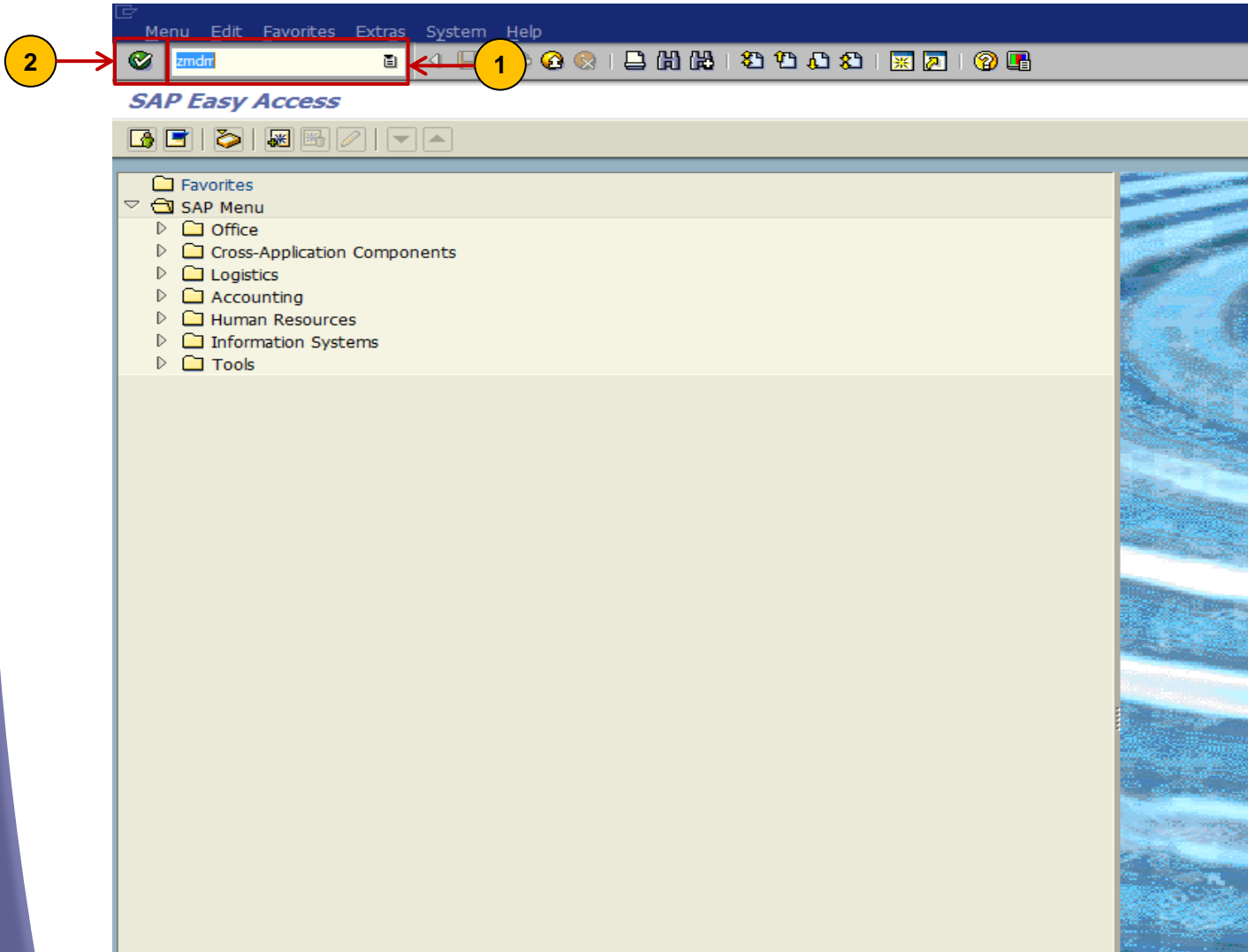
## Master Data Relationship Report

-  Demonstrates the relationship of the Functional Areas to STARS Mini-Codes and to the State Funded Programs.
-  Provides a quick reference to determine the validity of spending combinations for Cost Center and Functional Area (Agency Funded Program).



# ZMDRR -

# Master Data Relationship Report



# ZMDRR -

# Master Data Relationship Report




List Edit Goto Settings System Help

Master Data Relationship Report

Cost Center	Name	Functional Area	Functional Area Description	Mini Code	State Funded Program	AGY Funded Program	AGY Funded Program Name
F030000000	B & C BOARD	F030_0001	F030 STATE EMPLOYER CON...	6197	9500.050000.000	F030000000_0001	B & C BOARD - State
F030000000	B & C BOARD	F030_AA00	F030 Board Administration	0116	0101.010100.000	F030000000_AA00	BCB-Budget and Contr
F030000000	B & C BOARD	F030_AB00	F030 General Counsel	6108	0102.100000.000	F030000000_AB00	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA00	F030 Agency Support	7876	0301.010000.000	F030000000_BA00	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA10	F030 APEX	7876	0301.010000.000	F030000000_BA10	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA11	F030 Base Closure (Cryfr	7947	0100.010600X000	F030000000_BA11	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA12	F030 Data Process Pass Th	5104	0300.050000.000	F030000000_BA12	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA13	F030 Fund To Save The Hun	0000	0000.000000.000	F030000000_BA13	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA14	F030 Southrn Mrtm Collect	0000	0000.000000.000	F030000000_BA14	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA15	F030 Frnds Afrcn-Amr Hist	0000	0000.000000.000	F030000000_BA15	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BA16	F030 ARRA COBRA 35%	5104	0300.050000.000	F030000000_BA16	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BAS1	F030 Maybank Cash	0116	0101.010100.000	F030000000_BAS1	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BAS4	F030 Base Closure Fund	7993	9800.350000.000	F030000000_BAS4	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BB00	F030 Internal Operations	5104	0300.050000.000	F030000000_BB00	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BB01	F030 Reimbursable Postage	5104	0300.050000.000	F030000000_BB01	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BB02	F030 Rmbrsbl Tuition Assi	5104	0300.050000.000	F030000000_BB02	BCB-Budget and Contr
F030000000	B & C BOARD	F030_BB03	F030 Agency Training/Perf	5104	0300.050000.000	F030000000_BB03	BCB-Budget and Contr
F030000000	B & C BOARD	F030_C000	F030 Internal Audit	7875	0402.000000.000	F030000000_C000	BCB-Budget and Contr
F030000000	B & C BOARD	F030XBAS2	F030 Martme Collect & Sec	8254	9801.460000X000	F030000000XBAS2	BCB-Budget and Contr
F030000000	B & C BOARD	F030XBAS3	F030 Operating Expenses	8525	9801.640000X000	F030000000XBAS3	BCB-Budget and Contr
F030000010	B & C BOARD	F030_0001	F030 STATE EMPLOYER CON...	6197	9500.050000.000	F030000010_0001	F030 EMPLOYER CONTR
F030000010	B & C BOARD	F030_0002	F030 DUAL EMPLOYMENT	9005	9700.000000.000	F030000010_0002	F030 DUAL EMPLOYMENT
F030000010	B & C BOARD	F030_0004	F030 BOARD ADMINISTRATION	0116	0101.010100.000	F030000010_0004	F030 BOARD ADMIN
F030000010	B & C BOARD	F030_0005	F030 ADMINISTRATION	0129	0700.050100.000	F030000010_0005	F030 ADMINISTRATION
F030000010	B & C BOARD	F030_0006	F030 ECONOMIC RESEARCH	0130	0700.050500.000	F030000010_0006	F030 ECONOMIC RES

# Request Master Data Additions/Changes

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-  To request additions/changes to Master Data contact the SCEIS Help Desk:
  - A template to change or create Master Data will be sent to the Master Data owner.
  - These requests can only be made by your Agency or Department's Master Data owner.
  - Completed templates can be e-mailed to the SCEIS Help Desk.



## LESSON 2: AVAILABILITY CONTROL

# Availability Control

## Availability Control (AVC)

A critical tool in monitoring and managing budget funds.

Provides controls on any transaction that will affect budget.

Issues an error message or a hard stop when there are insufficient budget funds.

## Guidelines for Agencies

The default is similar to the State Level of Control.

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Agencies have the option to control budgets at lower levels.

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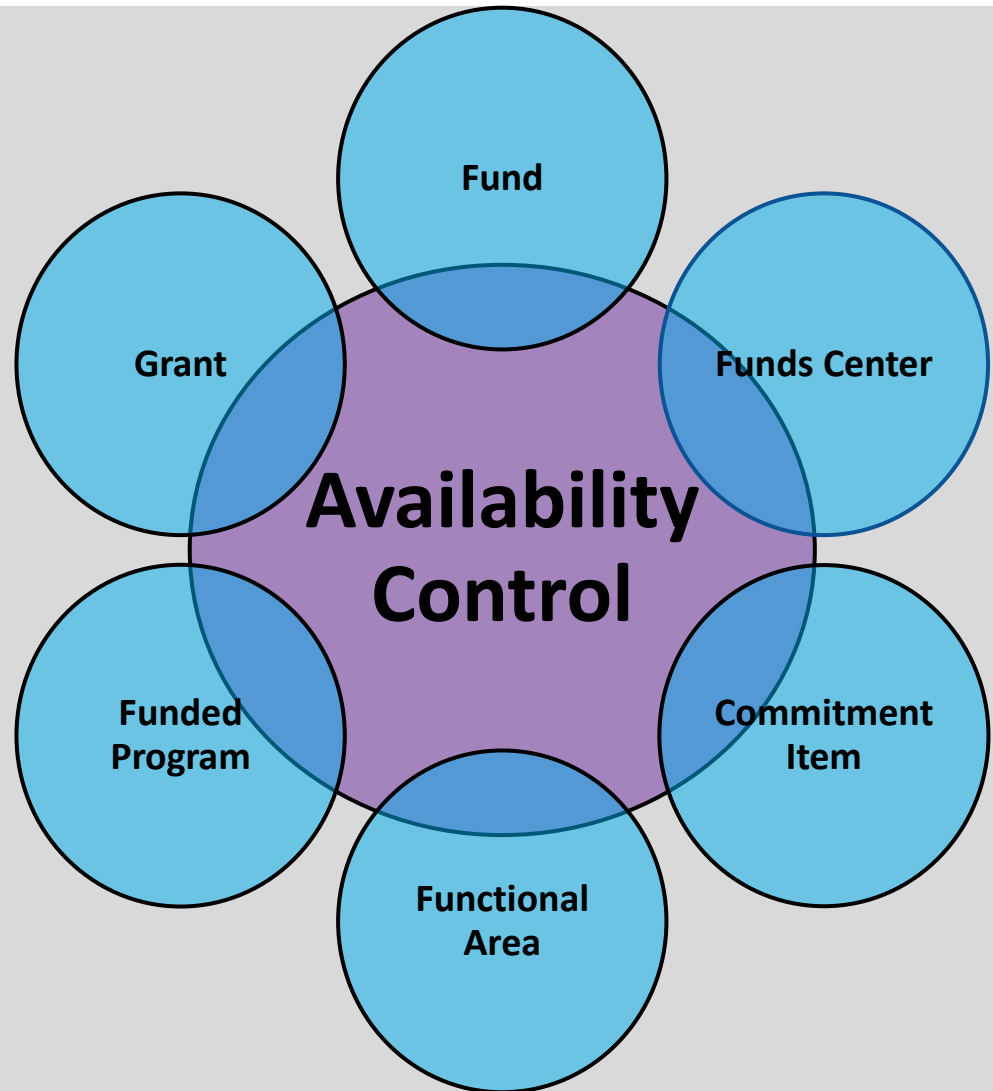
Must be consistent across the entire Agency.

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Levels cannot be changed during the fiscal year.

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# Availability Control



# FMAVCR01 Budget Report



Budgeted amounts, consumed amounts, and available amounts.

Budget balances by master data account assignment elements.

High level and detail level view of spending by Fund.



# FMAVCR01

Program Edit Goto Environment System Help

**Display Annual Values of Control Objects**

FM Area: 8001  
Fiscal Year: 2015  
Control Ledger: 9H

Criteria for these 3 fields are required.

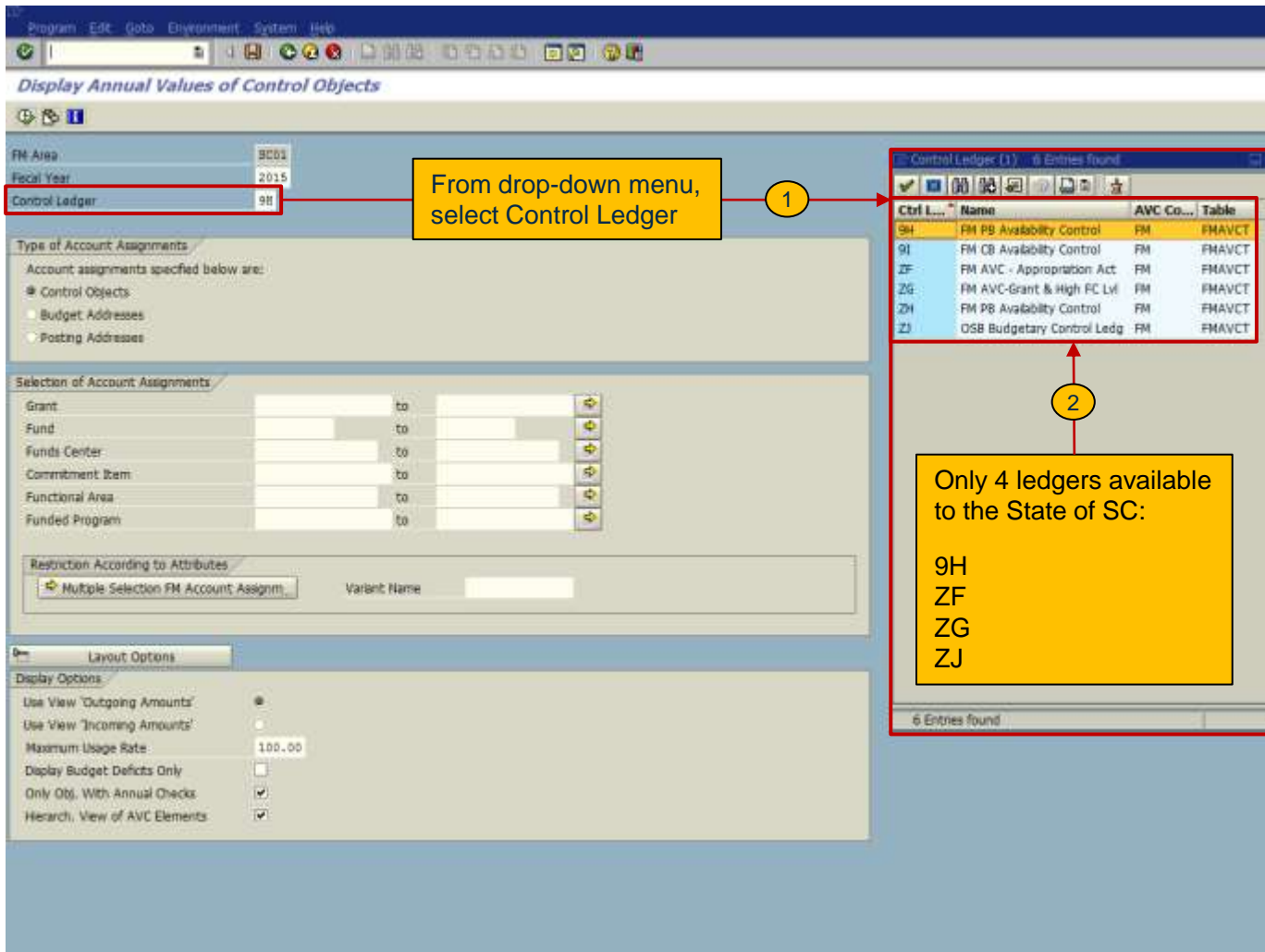
Type of Account Assignments  
Account assignments specified below are:  
 Control Objects  
 Budget Addresses  
 Posting Addresses

Selection of Account Assignments  
Grant: NOT RELEVANT to  
Fund: 1001000 to  
Funds Center: F030\* to  
Commitment Item: 5H to  
Functional Area: to  
Funded Program: to

Restriction According to Attributes  
 Multiple Selection: FM Account Assignm. Variant Name

Layout Options  
Display Options  
Use View 'Outgoing Amounts':   
Use View 'Incoming Amounts':   
Maximum Usage Rate: 100.00  
Display Budget Deficits Only:   
Only Obj. With Annual Checks:   
Hierarch. View of AVC Elements:

# FMAVCR01



From drop-down menu, select Control Ledger

1

Ctrl L...	Name	AVC Co...	Table
9H	FM PB Availability Control	FM	FMAVCT
9I	FM CB Availability Control	FM	FMAVCT
ZF	FM AVC - Appropriation Act	FM	FMAVCT
ZG	FM AVC-Grant & High FC Lvl	FM	FMAVCT
ZH	FM PB Availability Control	FM	FMAVCT
ZJ	OSB Budgetary Control Ledge	FM	FMAVCT

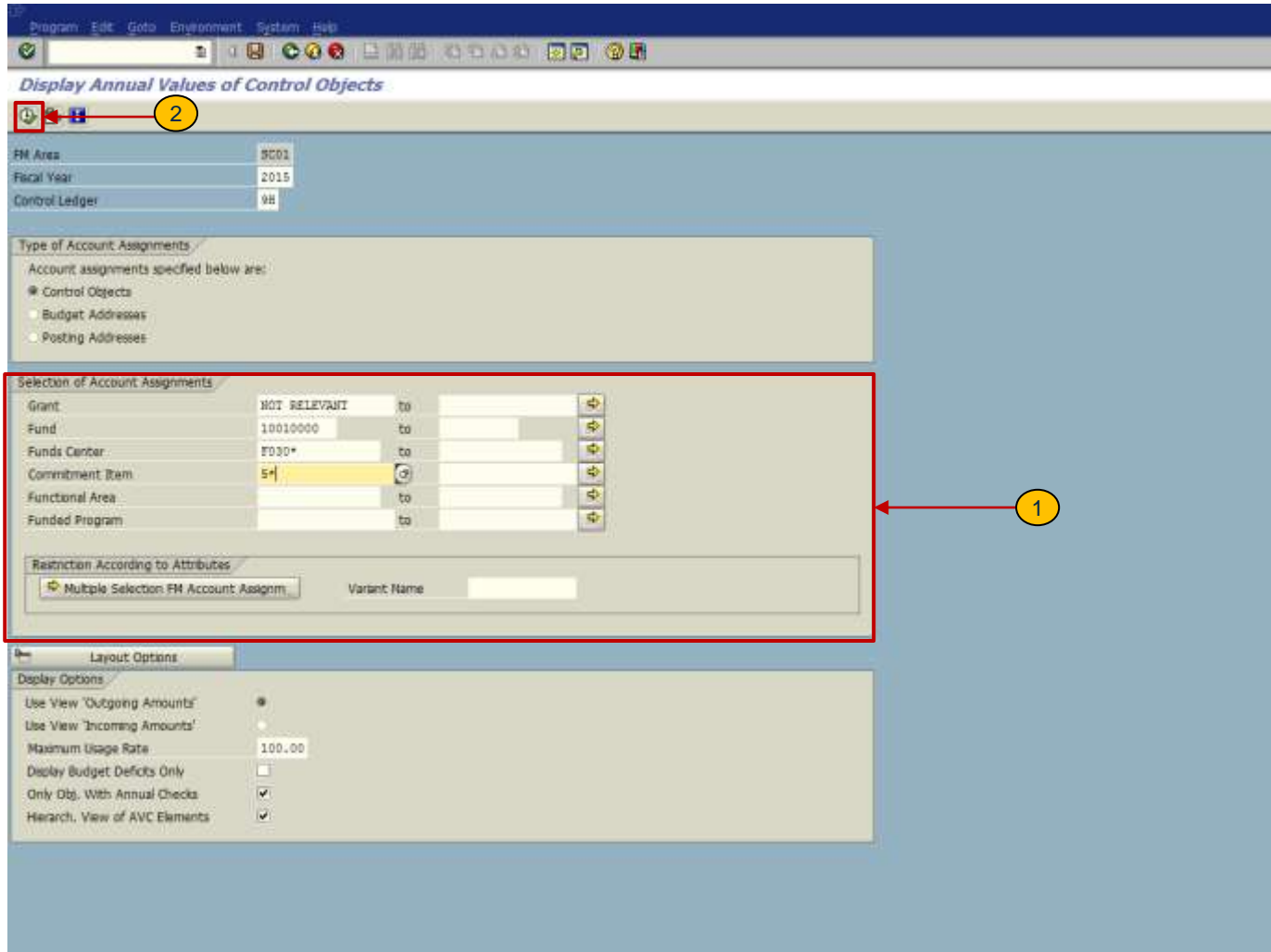
2

Only 4 ledgers available to the State of SC:

- 9H
- ZF
- ZG
- ZJ

6 Entries found

# FMAVCR01



Program Edit Goto Environment System Help

Display Annual Values of Control Objects

FM Area: SC01  
Fiscal Year: 2015  
Control Ledger: 0H

Type of Account Assignments  
Account assignments specified below are:  
 Control Objects  
 Budget Addresses  
 Posting Addresses

Selection of Account Assignments

Grant	NOT RELEVANT	to		+
Fund	10010000	to		+
Funds Center	F030*	to		+
Commitment Item	5H	to		+
Functional Area		to		+
Funded Program		to		+

Restriction According to Attributes  
 Multiple Selection FM Account Assignm Variant Name

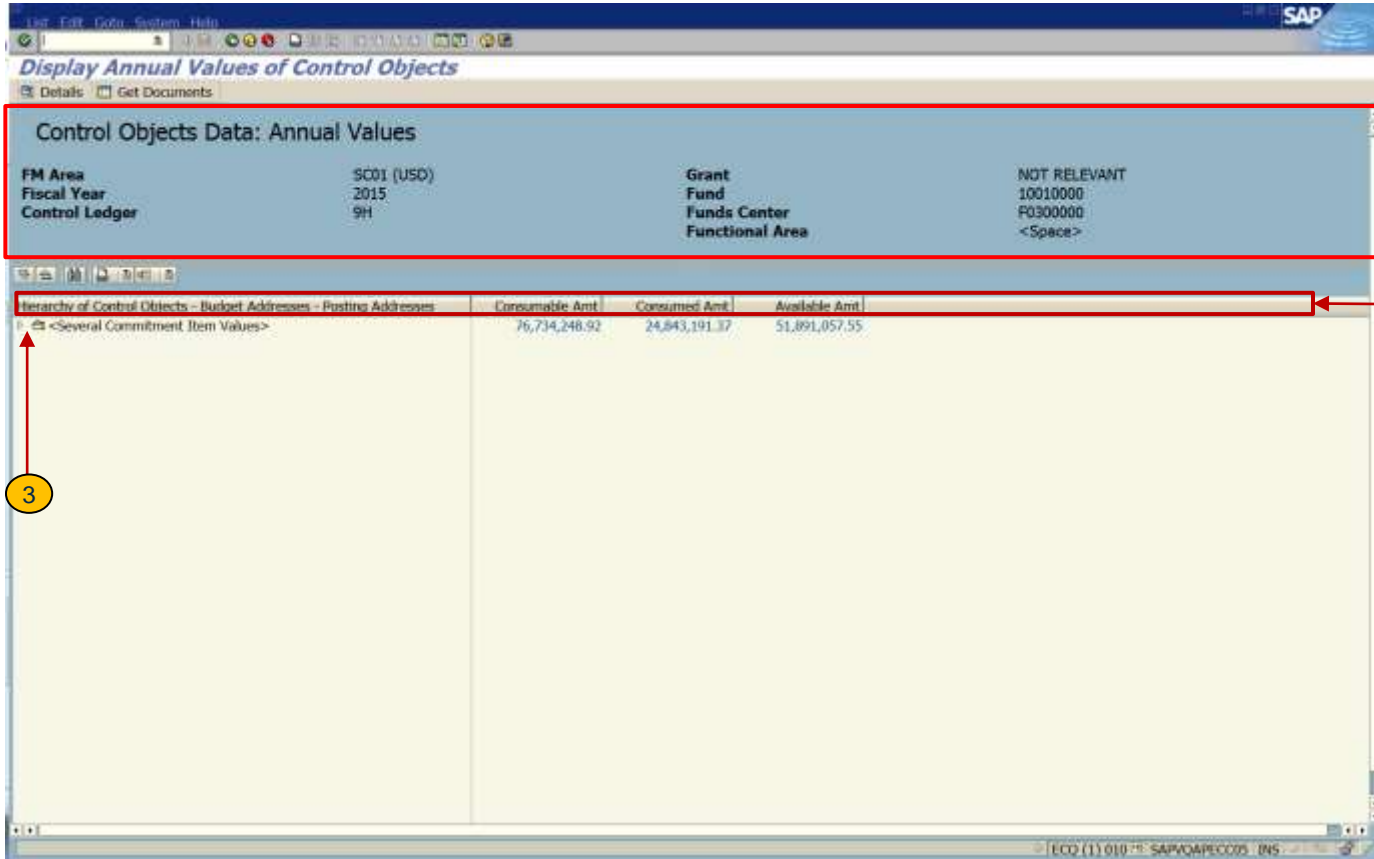
Layout Options

Display Options

Use View 'Outgoing Amounts'	<input checked="" type="checkbox"/>
Use View 'Incoming Amounts'	<input type="checkbox"/>
Maximum Usage Rate	100.00
Display Budget Deficits Only	<input type="checkbox"/>
Only Obj. With Annual Checks	<input checked="" type="checkbox"/>
Hierarch. View of AVC Elements	<input checked="" type="checkbox"/>

Annotations: A red box highlights the 'Selection of Account Assignments' section, with a red arrow pointing to it from a yellow circle containing the number '1'. Another yellow circle containing the number '2' is positioned near the top left of the window, with a red arrow pointing to a small icon in the toolbar.

# FMAVCR01

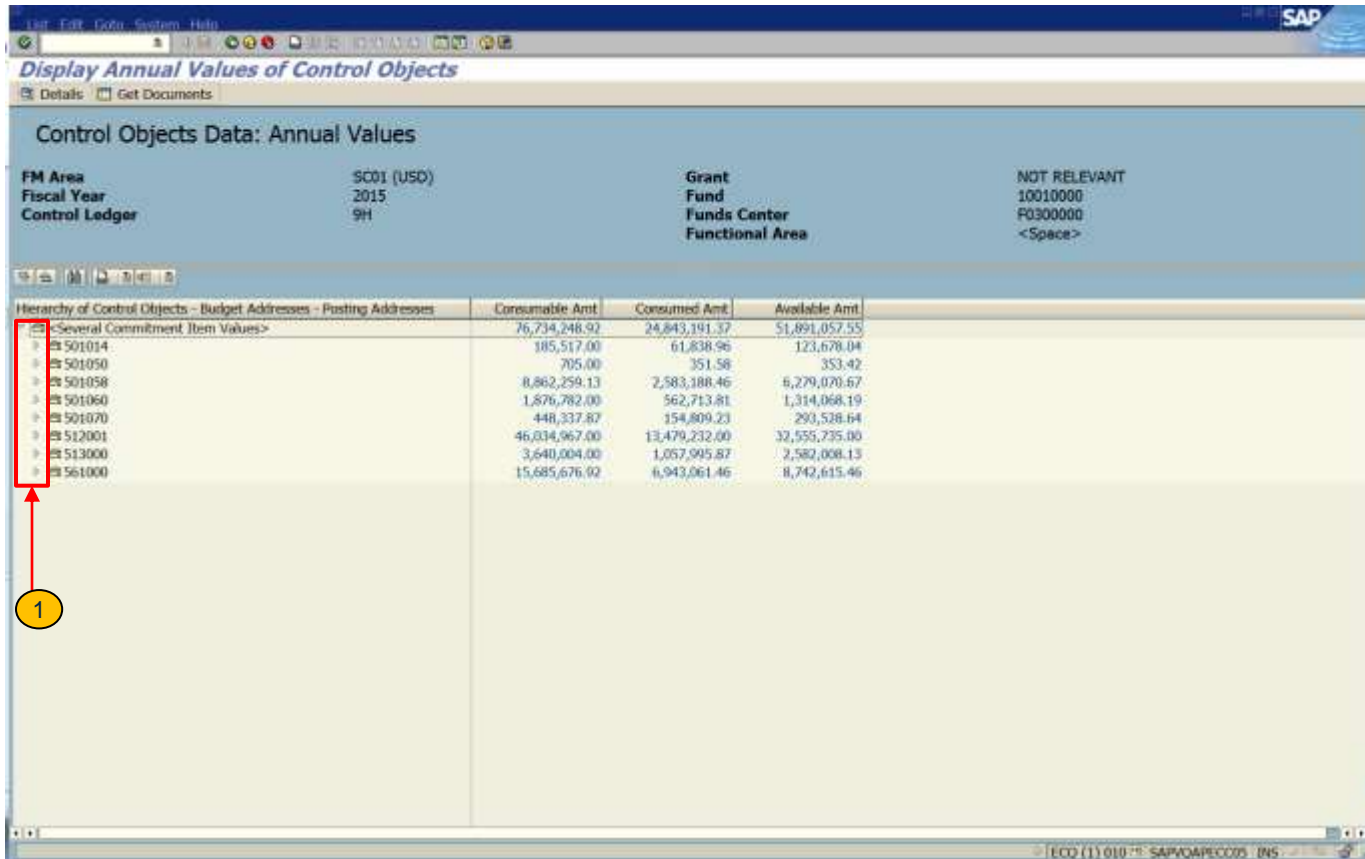


The screenshot shows the SAP transaction 'Display Annual Values of Control Objects'. The main data area is titled 'Control Objects Data: Annual Values' and contains the following information:

FM Area	SC01 (USD)	Grant	NOT RELEVANT
Fiscal Year	2015	Fund	10010000
Control Ledger	9H	Funds Center	F0300000
		Functional Area	<Space>

Below this data is a table with the following columns: 'Hierarchy of Control Objects - Budget Addresses - Posting Addresses', 'Consumable Amt', 'Consumed Amt', and 'Available Amt'. The first row of data shows: '<Several Commitment Item Values>', '76,734,248.92', '24,843,191.37', and '51,891,057.55'. Three red arrows with yellow circles containing the numbers 1, 2, and 3 point to the data area, the table header, and the table body respectively.

# FMAVCR01



Control Objects Data: Annual Values

FM Area: SC01 (USD)  
Fiscal Year: 2015  
Control Ledger: 9H

Grant Fund: NOT RELEVANT  
Funds Center: 1001000  
Functional Area: F0300000  
<Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<Several Commitment Item Values>	76,734,248.92	24,843,191.37	51,891,057.55
501014	185,517.00	61,838.96	123,678.04
501050	705.00	351.58	353.42
501058	8,862,259.13	2,583,388.46	6,279,070.67
501060	1,876,782.00	562,713.81	1,314,068.19
501070	448,337.87	154,809.23	293,528.64
512001	46,034,967.00	13,479,232.00	32,555,735.00
513000	3,640,004.00	1,057,995.87	2,582,008.13
561000	15,685,676.02	6,943,061.46	8,742,614.56

# FMAVCR01

Display Annual Values of Control Objects

Control Objects Data: Annual Values

FM Area: SC01 (USD)  
 Fiscal Year: 2015  
 Control Ledger: 9H

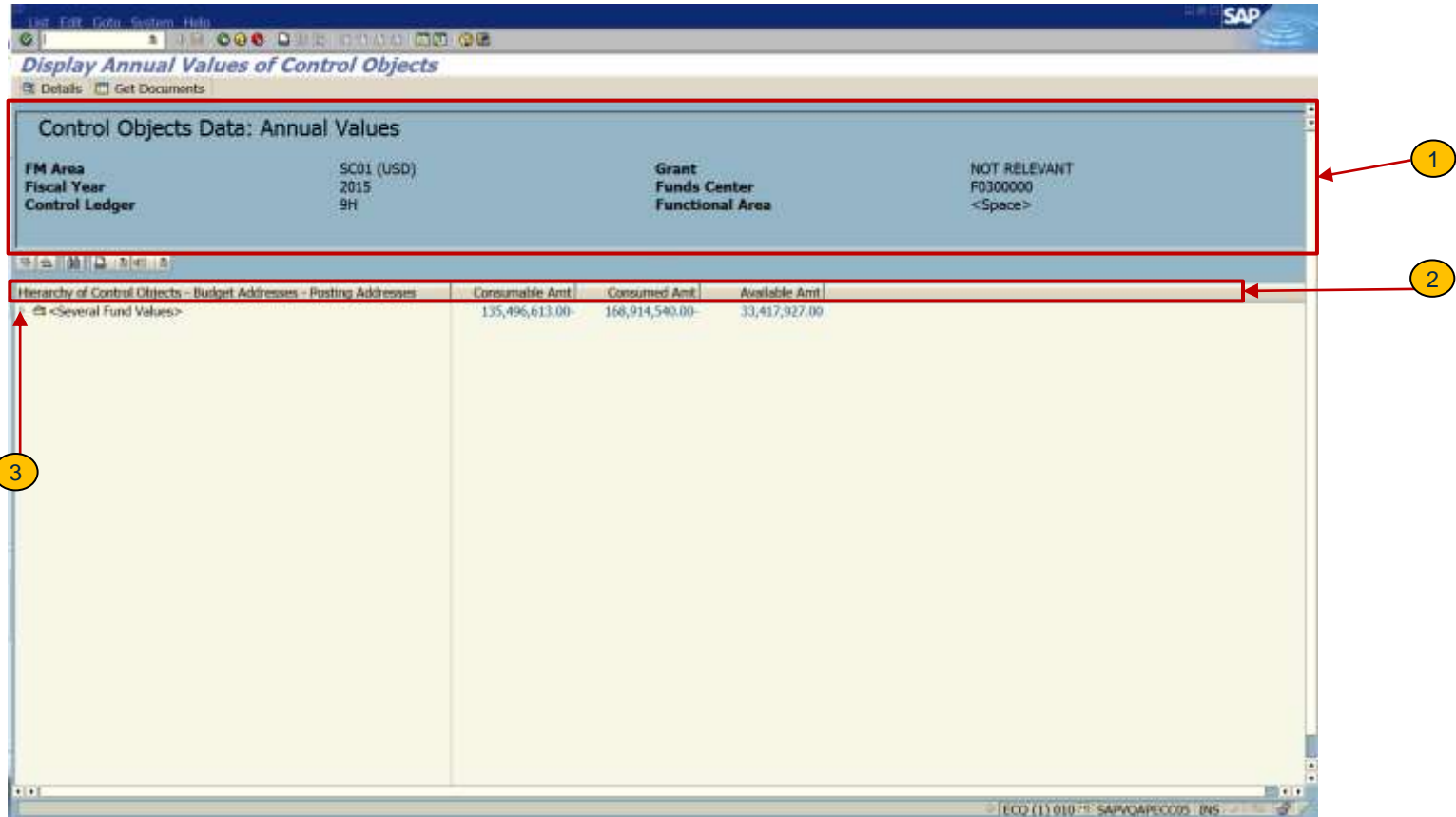
Grant Fund: 10010000  
 Fund: F0300000  
 Function: <Space>  
 Area: NOT RELEVANT

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<Several Commitment Item Values>	76,734,248.92	24,843,191.37	51,891,057.55
501014	185,517.00	61,838.96	123,678.04
0101.010100.000	185,517.00	61,838.96	123,678.04
NOT RELEVANT/10010000/F0300000/501014/0000000000000000/0101.010100.000	0.00		
NOT RELEVANT/10010000/F030AA0000/501014/F030_AA00/0101.010100.000	185,517.00		
NOT RELEVANT/10010000/F030AA0000/5010140000/F030_AA00/F030AA0000_AA00	0.00		
NOT RELEVANT/10010000/F030AA0000/5010140000/F030_AA00/F030AA0000_AA00		61,838.96	
501058	8,862,259.13	2,583,188.46	6,279,070.67
501058	8,862,259.13	2,583,188.46	6,279,070.67
501058	8,862,259.13	2,583,188.46	6,279,070.67
501060	1,876,782.00	560,713.81	1,316,068.19
501070	448,337.87	154,809.23	293,528.64
512001	46,034,967.00	13,478,232.00	32,556,735.00
513000	3,640,004.00	1,050,095.87	2,589,908.13
561000	15,685,676.92	6,943,061.48	8,742,615.44

# FMAVCR01

The screenshot displays the 'Display Annual Values of Control Objects' window. At the top, there is a menu bar with 'Program', 'Edit', 'Goto', 'Environment', 'System', and 'Help'. Below the menu bar is a toolbar with various icons. The main title is 'Display Annual Values of Control Objects'. A red box highlights a toolbar icon (a square with a downward arrow) and a yellow circle with the number '2' next to it. Below the title, there are fields for 'FM Area' (SC01), 'Fiscal Year' (2015), and 'Control Ledger' (00). A section titled 'Type of Account Assignments' contains three radio buttons: 'Control Objects' (selected), 'Budget Addresses', and 'Posting Addresses'. Below this is a section titled 'Selection of Account Assignments' which is highlighted with a red border. It contains several rows of input fields: 'Grant' (NOT RELEVANT), 'Fund', 'Funds Center' (F030\*), 'Commitment Item' (4), 'Functional Area', and 'Funded Program'. Each row has a 'to' field and a dropdown arrow. A yellow circle with the number '1' has an arrow pointing to the 'Commitment Item' field. Below this section is a 'Restriction According to Attributes' section with a dropdown menu set to 'Multiple Selection FM Account Assignm' and a 'Variant Name' field. At the bottom, there is a 'Layout Options' section with 'Display Options' including: 'Use View 'Outgoing Amounts'' (selected), 'Use View 'Incoming Amounts'' (not selected), 'Maximum Usage Rate' (100.00), 'Display Budget Deficits Only' (not checked), 'Only Obj. With Annual Checks' (checked), and 'Hierarch. View of AVC Elements' (checked).

# FMAVCR01



The screenshot shows the SAP interface for 'Display Annual Values of Control Objects'. The main data area is titled 'Control Objects Data: Annual Values' and contains the following information:

<b>FM Area</b>	SC01 (USD)	<b>Grant</b>	NOT RELEVANT
<b>Fiscal Year</b>	2015	<b>Funds Center</b>	F0300000
<b>Control Ledger</b>	9H	<b>Functional Area</b>	<Space>

Below this data area is a table with the following columns: 'Hierarchy of Control Objects - Budget Addresses - Posting Addresses', 'Consumable Amt', 'Consumed Amt', and 'Available Amt'. The table contains one row with the following values:

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<Several Fund Values>	135,496,613.00	166,914,540.00	33,417,927.00

Callout 1 points to the 'Control Objects Data: Annual Values' header area. Callout 2 points to the table header row. Callout 3 points to the table body row.



# FMAVCR01

Display Annual Values of Control Objects

Control Objects Data: Annual Values

FM Area: SC01 (USD)  
Fiscal Year: 2015  
Control Ledger: 9H

Grant Funds Center: NOT RELEVANT  
Functional Area: F0300000  
<Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<General Fund Values>	135,496,613.00	168,914,540.00	33,417,922.00
10010000	0.00	170.00	170.00
10020000	0.00	880,508.00	880,508.00
28370000	100,000.00	121,246.25	21,246.25
30350000	0.00	1,025.00	1,025.00
30350001	41,410,961.00	8,529,284.65	32,881,676.35
30370000	1,500,000.00	33,849.60	1,466,150.40
30370036	0.00	143,882.10	143,882.10
30670000	21,870,815.00	6,348,185.41	15,522,629.59
30980000	125,000.00	10,231.75	114,768.25
30980002	9,000.00	345.00	8,655.00
31240000	0.00	12,660,478.39	12,660,478.39
31460000	0.00	206,461.00	206,461.00
31490000	3,500,000.00	46,625.00	3,453,375.00
31490002	0.00	148,242.50	148,242.50
31840000	0.00	4,390.00	4,390.00
31850000	0.00	157,211.62	157,211.62
31870001	20,558,360.00	4,926,123.80	15,632,236.20
32120000	1,852,525.00	175,547.85	1,676,977.15
32247000	0.00	119,552.05	119,552.05
32270000	0.00	1,450.01	1,450.01
33230000	1,920,000.00	95,155.46	1,824,844.54
33298000	20,500,000.00	8,456,427.63	12,043,572.37
34170000	11,106,000.00	1,807,982.99	9,298,017.01
34170001	0.00	192,107.67	192,107.67
34870000	0.00	55,640.00	55,640.00
34890000	0.00	105,642.38	105,642.38
35K90000	0.00	103,649.68	103,649.68

2

1

# FMAVCR01

Display Annual Values of Control Objects

Control Objects Data: Annual Values

FM Area: SC01 (USD)  
Fiscal Year: 2015  
Control Ledger: 9H

Grant Funds Center:  
Functional Area:

NOT RELEVANT  
F0300000  
<Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<Several Fund Values>	135,496,613.00	168,914,540.00	33,417,927.00
10010000	0.00	170.00	170.00
10020000	0.00	880,508.00	880,508.00
28370000	100,000.00	121,246.25	21,246.25
30350000	0.00	1,025.00	1,025.00
30350001	41,410,961.00	8,529,284.65	32,881,676.35
4350100000	15,049,397.00	985,233.21	14,064,163.79
4350100001	2,823,000.00	1,206,074.57	1,616,925.43
4350100002	3,033,000.00	1,122,699.30	1,910,300.70
4350100003	0.00	56,732.78	56,732.78
4350100004	0.00	408,563.50	408,563.50
4350100005	0.00	203,901.30	203,901.30
4350100006	0.00	45,444.51	45,444.51
4350100007	0.00	5,875.00	5,875.00
4350110000	16,123,000.00	3,654,245.24	12,468,754.76
4350120000	2,423,000.00	374,297.70	2,048,702.30
4470120000	120,000.00	0.00	120,000.00
4480020000	74,000.00	90,942.79	16,942.79
4480020008	0.00	54,412.72	54,412.72
4480080000	200,000.00	11,611.19	188,388.81
4489020000	700,000.00	303,163.77	396,836.23
4520010000	0.00	4,298.52	4,298.52
4530030000	465,564.00	0.00	465,564.00
4530190000	0.00	1,788.55	1,788.55
4890040000	400,000.00	0.00	400,000.00
30370000	1,500,000.00	33,849.60	1,466,150.40
30370036	0.00	143,882.10	143,882.10
30670000	21,870,815.00	6,348,185.41	15,522,629.59

2

1

# FMAVCR01

SAP

Display Annual Values of Control Objects

Control Objects Data: Annual Values

FM Area: SC01 (USD)  
 Fiscal Year: 2015  
 Control Ledger: 9H

Grant Funds Center: NOT RELEVANT  
 Functional Area: F0300000  
 <Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<General Fund Values>	135,496,613.00-	168,914,540.00-	33,417,927.00
10010000	0.00	170.00	170.00
10020000	0.00	880,508.00	880,508.00
20370000	100,000.00-	121,246.25-	21,246.25
30350000	0.00	1,025.00-	1,025.00
30390001	41,410,961.00-	8,529,284.65-	32,881,676.35-
4350100000	15,049,397.00-	985,213.21-	14,064,183.79-
0000.000000.000	15,049,397.00-	0.00	15,049,397.00-
3000.050100.000	0.00	952,503.21-	952,503.21-
3001.010000.000	0.00	32,730.00-	32,730.00-
4350100001	2,823,000.00-	1,206,074.57-	1,616,925.43-
4350100002	3,033,000.00-	1,122,699.30-	1,910,300.70-
4350100003	0.00	56,732.78-	56,732.78
4350100004	0.00	408,563.50-	408,563.50
4350100005	0.00	203,901.30-	203,901.30
4350100006	0.00	45,444.51-	45,444.51
4350100007	0.00	5,875.00-	5,875.00
4350110000	16,123,000.00-	3,654,245.24-	12,468,754.76-
4350120000	2,423,000.00-	374,297.70-	2,048,702.30-
4470120000	120,000.00-	0.00	120,000.00-
4480020000	74,000.00-	90,942.79-	16,942.79
4480020008	0.00	54,412.72-	54,412.72
4480080000	200,000.00-	11,611.19-	188,388.81-
4489020000	700,000.00-	303,163.77-	396,836.23-
4520010000	0.00	4,298.52-	4,298.52
4530030000	465,564.00-	0.00	465,564.00-
4530190000	0.00	1,788.55-	1,788.55
4890040000	400,000.00-	0.00	400,000.00-

EQO (1) 010 SAPV0APECC05 INS 59

# FMAVCR01

Display Annual Values of Control Objects

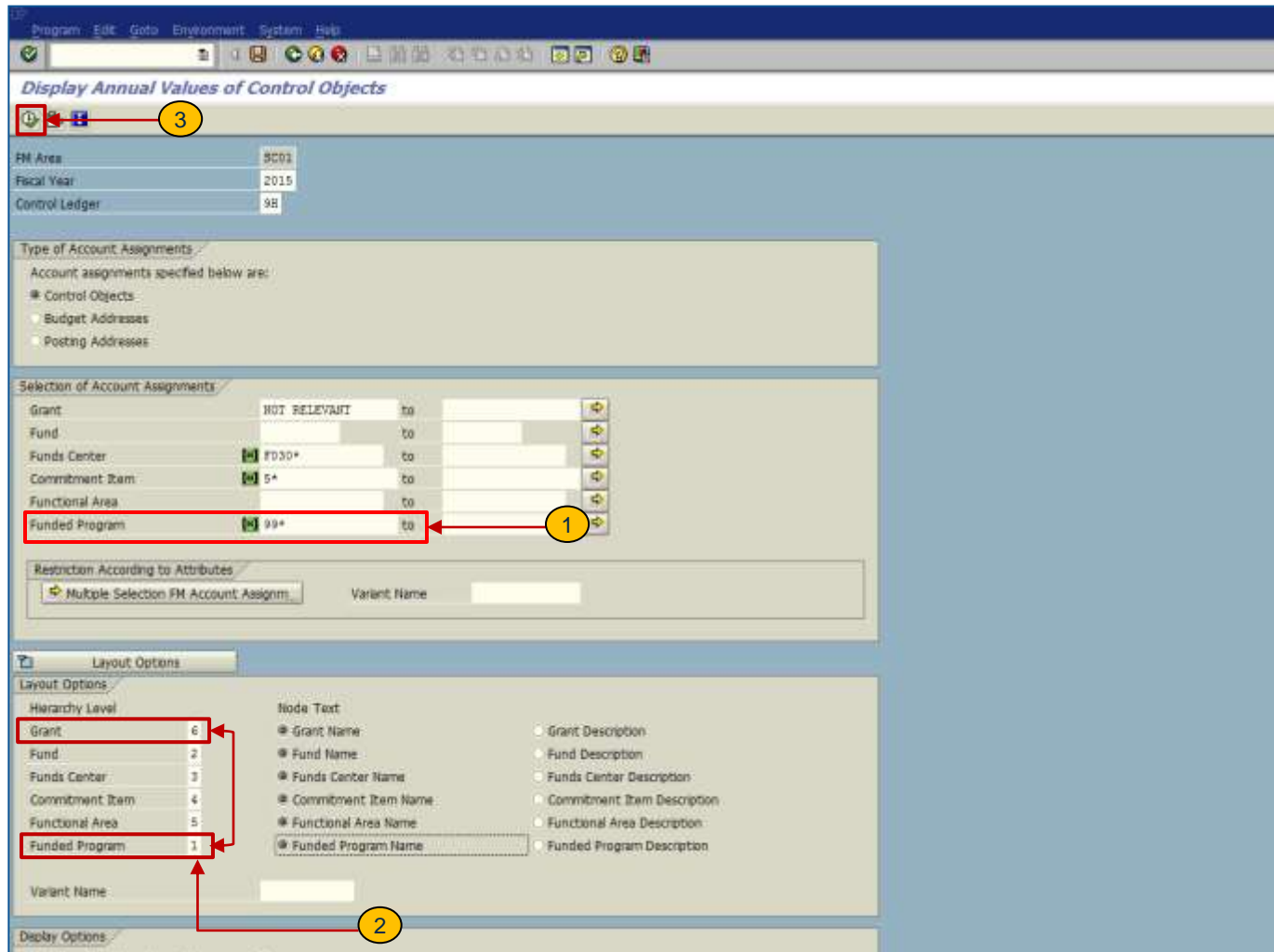
Control Objects Data: Annual Values

FM Area: SC01 (USD)      Grant: NOT RELEVANT  
 Fiscal Year: 2015      Funds Center: F0300000  
 Control Ledger: 9H      Functional Area: <Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
30350001	41,410,961.00-	8,529,284.65-	32,881,676.35-
4350100000	15,049,397.00-	985,233.21-	14,064,163.79-
0000.000000.000	15,049,397.00-	0.00	15,049,397.00-
3000.050100.000		952,503.21-	952,503.21-
NOT RELEVANT/30350001/F030RA0002/4350100000/F030_RBNA/F030RA0002_RBNA	0.00		
NOT RELEVANT/30350001/F030RA0002/4350100000/F030_RBNA/F030RA0002_RBNA		16,785.52-	
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RB00/F030RB8000_RB00	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBNA/F030RB8000_RBNA	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBND/F030RB8000_RBND	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBQ8/F030RB8000_RBQ8	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBQC/F030RB8000_RBQC	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBQ0/F030RB8000_RBQ0	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBQ6/F030RB8000_RBQ6	0.00		
NOT RELEVANT/30350001/F030RB8000/4350100000/F030_RBQF/F030RB8000_RBQF	0.00		
NOT RELEVANT/30350001/F030RB8004/4350100000/F030_RB00/F030RB8004_RB00	0.00		
NOT RELEVANT/30350001/F030RB8004/4350100000/F030_RBQ8/F030RB8004_RBQ8	0.00		
NOT RELEVANT/30350001/F030RB8004/4350100000/F030_RBQC/F030RB8004_RBQC	0.00		
NOT RELEVANT/30350001/F030RB8006/4350100000/F030_RB00/F030RB8006_RB00	0.00		
NOT RELEVANT/30350001/F030RB8007/4350100000/F030_RB00/F030RB8007_RB00	0.00		
NOT RELEVANT/30350001/F030RB8007/4350100000/F030_RBND/F030RB8007_RBND	0.00		
NOT RELEVANT/30350001/F030RB8009/4350100000/F030_RB00/F030RB8009_RB00	0.00		
NOT RELEVANT/30350001/F030RBD000/4350100000/F030_RBAA/F030RBD000_RBAA	0.00		
3001.010000.000	0.00	32,730.00-	32,730.00-
4350100001	2,823,000.00-	1,206,074.57-	1,616,925.43-
4350100002	3,033,000.00-	1,122,699.30-	1,910,300.70-
4350100003	0.00	56,732.78-	56,732.78-
4350100004	0.00	408,563.50-	408,563.50-
4350100005	0.00	203,901.30-	203,901.30-

1

# FMAVCR01

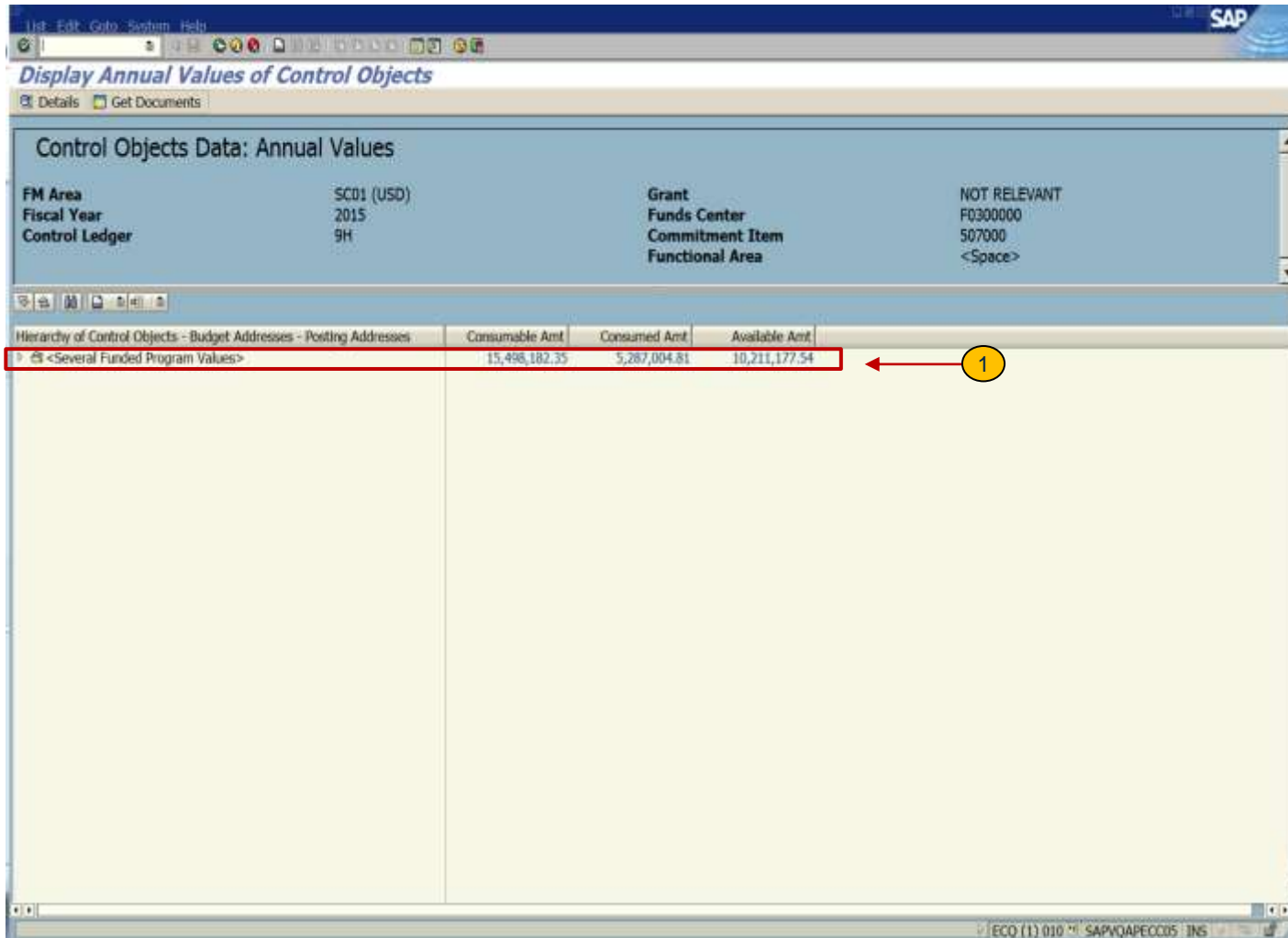


The screenshot shows the 'Display Annual Values of Control Objects' application window. The title bar includes 'Program', 'Edit', 'Goto', 'Environment', 'System', and 'Help'. The main content area is titled 'Display Annual Values of Control Objects' and contains the following sections:

- Header:** A toolbar with various icons and a menu bar.
- Parameters:** FM Area: SC01, Fiscal Year: 2015, Control Ledger: 98.
- Type of Account Assignments:** Account assignments specified below are:
  - Control Objects
  - Budget Addresses
  - Posting Addresses
- Selection of Account Assignments:** A list of account assignments with dropdown menus for each field:
  - Grant: NOT RELEVANT
  - Fund: [dropdown]
  - Funds Center: PD30\*
  - Commitment Item: 5\*
  - Functional Area: [dropdown]
  - Funded Program: 99\* (highlighted with a red box and circled '1')
- Restriction According to Attributes:** Multiple Selection FM Account Assignm: Variant Name [dropdown]
- Layout Options:** A table with columns for Hierarchy Level, Node Text, and radio buttons for display options.

Hierarchy Level	Node Text	Display Options
Grant: 6 (highlighted with a red box)	Grant Name	<input type="radio"/> Grant Description
Fund: 2	Fund Name	<input type="radio"/> Fund Description
Funds Center: 3	Funds Center Name	<input type="radio"/> Funds Center Description
Commitment Item: 4	Commitment Item Name	<input type="radio"/> Commitment Item Description
Functional Area: 5	Functional Area Name	<input type="radio"/> Functional Area Description
Funded Program: 1 (highlighted with a red box)	Funded Program Name	<input type="radio"/> Funded Program Description
- Display Options:** Variant Name [dropdown] (circled '2')

# FMAVCR01



The screenshot shows the SAP interface for displaying annual values of control objects. The title bar reads "Display Annual Values of Control Objects". Below the title bar, there are navigation buttons for "Details" and "Get Documents".

The main section is titled "Control Objects Data: Annual Values" and contains the following data:

FM Area	SC01 (USD)	Grant	NOT RELEVANT
Fiscal Year	2015	Funds Center	F0300000
Control Ledger	9H	Commitment Item	507000
		Functional Area	<Space>

Below this data is a table with the following columns: "Hierarchy of Control Objects - Budget Addresses - Posting Addresses", "Consumable Amt", "Consumed Amt", and "Available Amt". The first row of data is highlighted with a red border and a yellow circle with the number "1" next to it, pointing to the "Available Amt" column.

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<Several Funded Program Values>	15,498,182.35	5,287,004.81	10,211,177.54

The status bar at the bottom of the window shows "ECO (1) 010 SAPVQAECCDS INS".

# FMAVCR01

Display Annual Values of Control Objects

Control Objects Data: Annual Values

FM Area: SC01 (USD)  
Fiscal Year: 2015  
Control Ledger: 9H

Grant: NOT RELEVANT  
Funds Center: F0300000  
Commitment Item: 507000  
Functional Area: <Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt	Consumed Amt	Available Amt
<Several Funded Program Values>	15,498,182.35	5,287,004.81	10,211,177.54
9900.964100.000	1,888,159.51	604,806.72	1,283,352.81
36008010	135,178.21	104,232.11	30,946.10
39078000	54,059.35	54,059.35	0.00
39078010	1,698,921.97	446,515.26	1,252,406.71
9900.975400.000	161,488.48	0.00	161,488.48
9900.977300.000	34,868.53	18,680.73	16,187.80
9900.978900.000	233,572.37	0.00	233,572.37
9900.980700.000	706,877.15	83,070.00	623,807.15
9900.983000.000	171,393.42	0.00	171,393.42
9900.985200.000	658,591.50	571,963.00	86,628.50
9900.987000.000	541,634.42	34,629.86	507,004.56
9900.988400.000	102,606.75	0.00	102,606.75
9900.990400.000	118,123.47	18.15	118,105.32
9901.981700.000	594,737.15	9,240.00	585,497.15
9901.985500.000	2,853,891.81	2,136,877.42	717,014.39
9901.988200.000	42,605.90	0.00	42,605.90
9901.988800.000	94,367.30	21,500.00	72,867.30
9901.989000.000	149,414.98	28,030.51	121,384.47
9901.989100.000	121,611.71	110,186.25	11,425.46
9901.989200.000	0.00	0.00	0.00
9901.989600.000	0.00	0.00	0.00
9901.989700.000	36,403.00	33,937.39	2,465.61
9901.989900.000	143,357.43	39,711.00	103,646.43
9901.990000.000	0.00	0.00	0.00
9901.990800.000	9,446.24	0.00	9,446.24
9901.990900.000	116,445.11	82,227.11	34,218.00
9901.991200.000	804,058.00	15,610.00	788,448.00

# FMAVCR01

Display Annual Values of Control Objects

Control Objects Data: Annual Values

FM Area: SC01 (USD)      Grant: NOT RELEVANT  
Fiscal Year: 2015      Funds Center: F0300000  
Control Ledger: 9H      Commitment Item: 507000  
Functional Area: <Space>

Hierarchy of Control Objects - Budget Addresses - Posting Addresses	Consumable Amt.	Consumed Amt.	Available Amt.
<Several Funded Program Values>	15,498,182.35	5,287,004.81	10,211,177.54
9900.964100.000	1,888,159.53	604,806.72	1,283,352.81
36008010	135,178.21	104,232.11	30,946.10
39078000	54,059.35	54,059.35	0.00
39078010	1,698,921.97	446,515.26	1,252,406.71
NOT RELEVANT/39078010/F030380000/507000/F030_J200/9900.964100.000	1,698,921.97		
NOT RELEVANT/39078010/F030380000/5071210000/F030_J200/M.F030.0005_J200	0.00		
NOT RELEVANT/39078010/F030380000/5071210000/F030_J200/M.F030.0005_J200		58,988.30	
NOT RELEVANT/39078010/F030380000/5071230000/F030_J200/M.F030.0005_J200	0.00		
NOT RELEVANT/39078010/F030380000/5071230000/F030_J200/M.F030.0005_J200		384,893.28	
NOT RELEVANT/39078010/F030380000/5072210000/F030_J200/M.F030.0005_J200	0.00		
NOT RELEVANT/39078010/F030380000/5072210000/F030_J200/M.F030.0005_J200		2,633.68	
9900.975400.000	161,488.48	0.00	161,488.48
9900.977300.000	34,868.53	18,680.73	16,187.80
9900.978900.000	233,572.37	0.00	233,572.37
9900.980700.000	706,877.15	83,070.00	623,807.15
9900.983000.000	171,393.42	0.00	171,393.42
9900.985200.000	658,591.50	571,963.00	86,628.50
9900.987000.000	541,634.42	34,629.86	507,004.56
9900.988400.000	102,606.75	0.00	102,606.75
9900.990400.000	118,123.47	18.15	118,105.32
9901.981700.000	594,737.15	9,240.00	585,497.15
9901.985500.000	2,853,891.81	2,136,877.42	717,014.39
9901.988200.000	42,605.90	0.00	42,605.90
9901.988800.000	94,367.30	21,500.00	72,867.30
9901.989000.000	149,414.98	28,030.51	121,384.47
9901.989100.000	121,611.71	110,186.25	11,425.46
9901.989200.000	0.00	0.00	0.00








# LESSON 3

## CREATE, CHANGE AND DISPLAY BUDGETS

# FMBB –

## Budgeting Workbench Transaction

-  FMBB is used for budget entry, budget revisions and budget transfers.
-  The FMBB Matrix/Valid Budget Combinations spreadsheet is used to determine the appropriate data and process for keying transactions.
-  Use the links page of this class or uPerform to open the FMBB Matrix document.

# Funds Management Budget Process - Enter (ENTR)



Process	Document Type	Budget Type	Initiated by	EBO Workflow	Purpose
Enter (ENTR)	APPR (Original Appropriations)	APPR (Appropriations)	Executive Budget Office (Appropriations Act)	No	Used to enter original Appropriations
	APPR (Original Appropriations)	EREV (Estimated Revenue)	Executive Budget Office (Appropriations Act)	No	Used to enter original Appropriations
	CAPR (Capital Project Budget)	CAPR (Capital Project Budget)	Executive Budget Office (Appropriations Act)	Yes	Used to enter a budget for Capital Projects
	VETO (Budget Vetoes)	VETO (Budget Vetoes)	Executive Budget Office (Appropriations Act)	No	Used to decrease the original budget based on veto actions.
	UNBD (Budget for unbudgeted fund)	UNBD (Budget for unbudgeted fund)	Agency	No	Used to enter budget for Unbudgeted funds

# Funds Management Budget Process - Supplement (SUPL)



Process	Document Type	Budget Type	Initiated by	EBO Workflow	Purpose
<b>Supplement (SUPL)</b>	BDAJ (BD100 Adjustments)	EREV (Estimated Revenue)	Agency	Yes	Used to enter an increase to Estimated Revenue (similar to the BD 100 process)
	SUPP (Supplemental Appropriations)	SUPP (Supplemental Appropriations)	Office of Comptroller General/Executive	No	Used to record approved Supplemental Appropriations
	BDAJ (BD100 Adjustments)	BADJ (Budget Adjustments)	Agency	Yes	Used to enter an increase to Budget (similar to the BD 100 process)
	CAPR (Capital Project Budget)	CAPR (Capital Project Budget)	Agency	Yes	Used to enter an increase to Budget for Capital Projects
	CAPR (Capital Project Budget)	EREV (Estimated Revenue)	Agency	Yes	Used to enter estimated revenue for Capital Projects
	DFCT (Deficit Budget)	DFCT (Deficit Budget)	Agency-EBO will send instructions	Yes	Used to enter an increase to Budget for agencies in a Deficit situation
	OPEN (Open-Ended Appropriations)	OPEN (Open-Ended Appropriations)	Agency-EBO will send instructions	Yes	Used to enter an increase to Budget for open-ended General Fund Accounts.
	NRPR (Non-Recurring Provisos)	NRPR (Non-Recurring Provisos)	Agency-EBO will send instructions	Yes	Used to enter an increase to Budget granted by Non-Recurring Proviso.

# Funds Management Budget Process - Return (RETN)



Process	Document Type	Budget Type	Initiated by	EBO Workflow	Purpose
Return (RETN)	BDAJ (BD100 Adjustments)	BADJ (Budget Adjustments)	Agency	Yes	Used to enter a decrease to Budget (similar to the BD 100 process)
	BDAJ (BD100 Adjustments)	EREV (Estimated Revenue)	Agency	Yes	Used to enter a decrease to Estimated Revenue (similar to the BD 100 process)
	CAPR (Capital Project Budget)	CAPR (Capital Project Budget)	Agency	Yes	Used to return budget for Capital Project funds
	CAPR (Capital Project Budget)	EREV (Estimated Revenue)	Agency	Yes	Used to enter a decrease to Estimated Revenue for Capital Projects
	UNBD (Budget for unbudgeted fund)	UNBD (Budget for unbudgeted fund)	Agency	No	Used to return budget for Unbudgeted funds
	NRPR (Non-Recurring Provisos)	NRPR (Non-Recurring Provisos)	Agency-EBO will send instructions	Yes	Used to return budget for Non-Recurring Provisos.
	MDYR (Mid-Year General Fund Reductions)	MDYR (Mid Year General Fund Reductions)	Agency-EBO will send instructions	Yes	Used to return General Fund budget in accordance with a mid-year reduction.
OPEN (Open-Ended Appropriations)	OPEN (Open-Ended Appropriations)	Agency-EBO will send instructions	Yes	Used to return budget for open-ended General Fund accounts.	

# Funds Management Budget Process - Transfer (SEND, RECV)



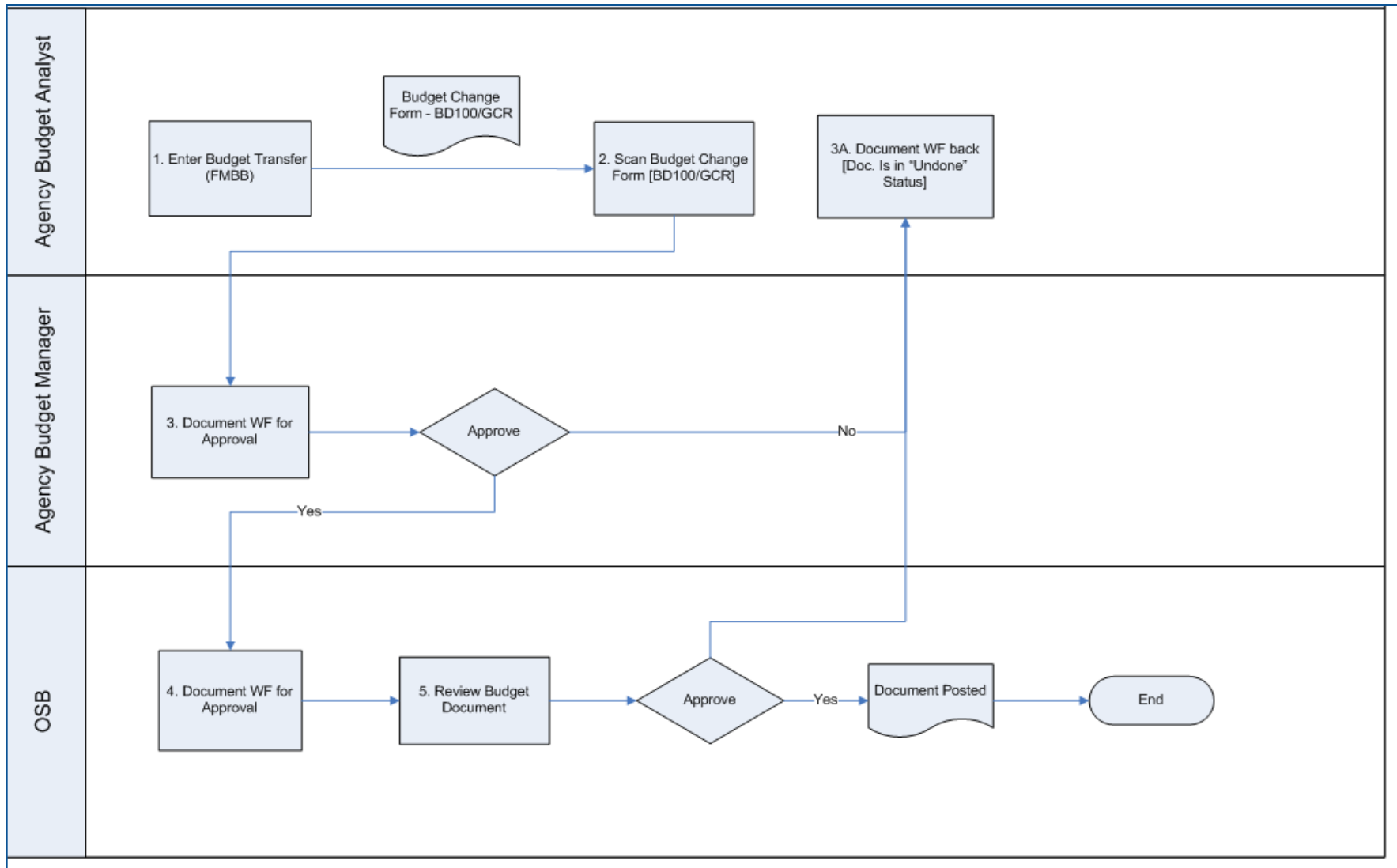
Process	Document Type	Budget Type	Initiated by	EBO Workflow	Purpose
Transfer (SEND, RECV)	TRFW – Transfer with Workflow	<b>Sender:</b> TRSF(Transfer) <b>Receiver:</b> TRSF(Transfer)	Agency	Depends	Used to transfer authorized budget from one area of the Agency to another (FP, Fund Center, CI, Fund, etc.)
	CAPR - Capital Project Budget	<b>Sender:</b> CAPR (Capital Project Budget) <b>Receiver:</b> CAPR (Capital Project Budget)	Agency	Yes	Used to transfer capital funds from one project to another
	IATR - Inter-agency Transfer	<b>Sender:</b> IATR (Inter-agency Transfer) <b>Receiver:</b> IATR (Inter-agency Transfer)	Sender Agency	Yes	Used to transfer authorized budget from one agency to another
	TRFW – Transfer with Workflow	<b>Sender:</b> TRSF(Transfer) <b>Receiver:</b> SEQR(Sequester)	Agency	Yes	Used to record an authorized Budget reduction (moves budget from consumable to non-consumable)
	CAPR - Capital Project Budget	<b>Sender:</b> EREV (Estimated Revenue) <b>Receiver:</b> EREV (Estimated Revenue)	Agency	Yes	Used to transfer estimated revenue from one project to another
	TRFW – Transfer with Workflow	<b>Sender:</b> TRB2 (Transfer of Salary/Fringe) <b>Receiver:</b> TRB2 (Transfer of Salary/Fringe)	Agency	No	Used to transfer budget when using salary and/or fringe
	UNBD (Budget for unbudgeted fund)	<b>Sender:</b> UNBD (Unbudgeted Funds Transfer) <b>Receiver:</b> UNBD	Agency	No	Used to transfer unbudgeted funds to another unbudgeted area
	CCTR (Civil Contingency fund Transfer)	<b>Sender:</b> CCTR (Civil Contingency Fund) <b>Receiver:</b> CCTR (Civil Contingency Fund)	Agency-EBO will send instructions	Yes	Used to transfer funds from the Civil Contingency Fund
	ALOC (Allocations)	ALOC (Allocations)	Agency-EBO will send instructions	Yes	Used to transfer state allocations from Employee Benefits.

# Funds Management Budget Process - Carry Over (COSD, CORV)



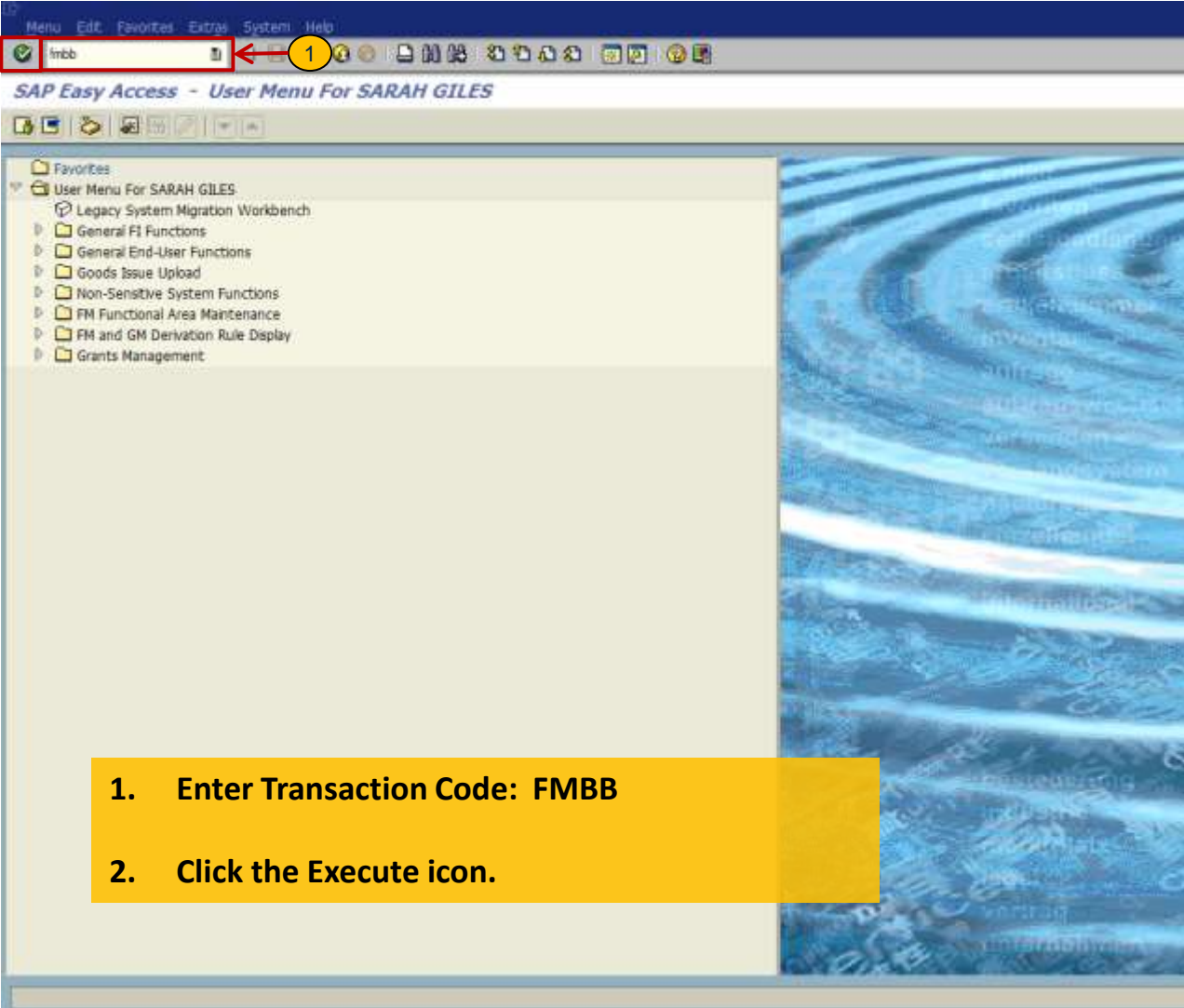
Process	Document Type	Budget Type	Initiated by	EBO Workflow	Purpose
Carry Over (COSD, CORV)	CFWD – Carry Forwards	<b>Sender:</b> CFOR (Carryforwards) <b>Receiver:</b> CFOR (Carryforwards)	Executive Budget Office (Appropriations Act) / Office of the Comptroller General / Agency	Yes	Will be used to record proviso authorized carry forwards
Carry Over (COSD, CORV)	CAPR - Capital Project Budget	<b>Sender:</b> CAPR (Capital Projects) <b>Receiver:</b> CAPR (Capital Projects)	Executive Budget Office (Appropriations Act) / Office of the Comptroller General / Agency	No	Will be used to record authorized carry forwards for capital projects

# Request Budget Increase/Supplement Process Flow





# FMBB – Supplement/Increase Budget

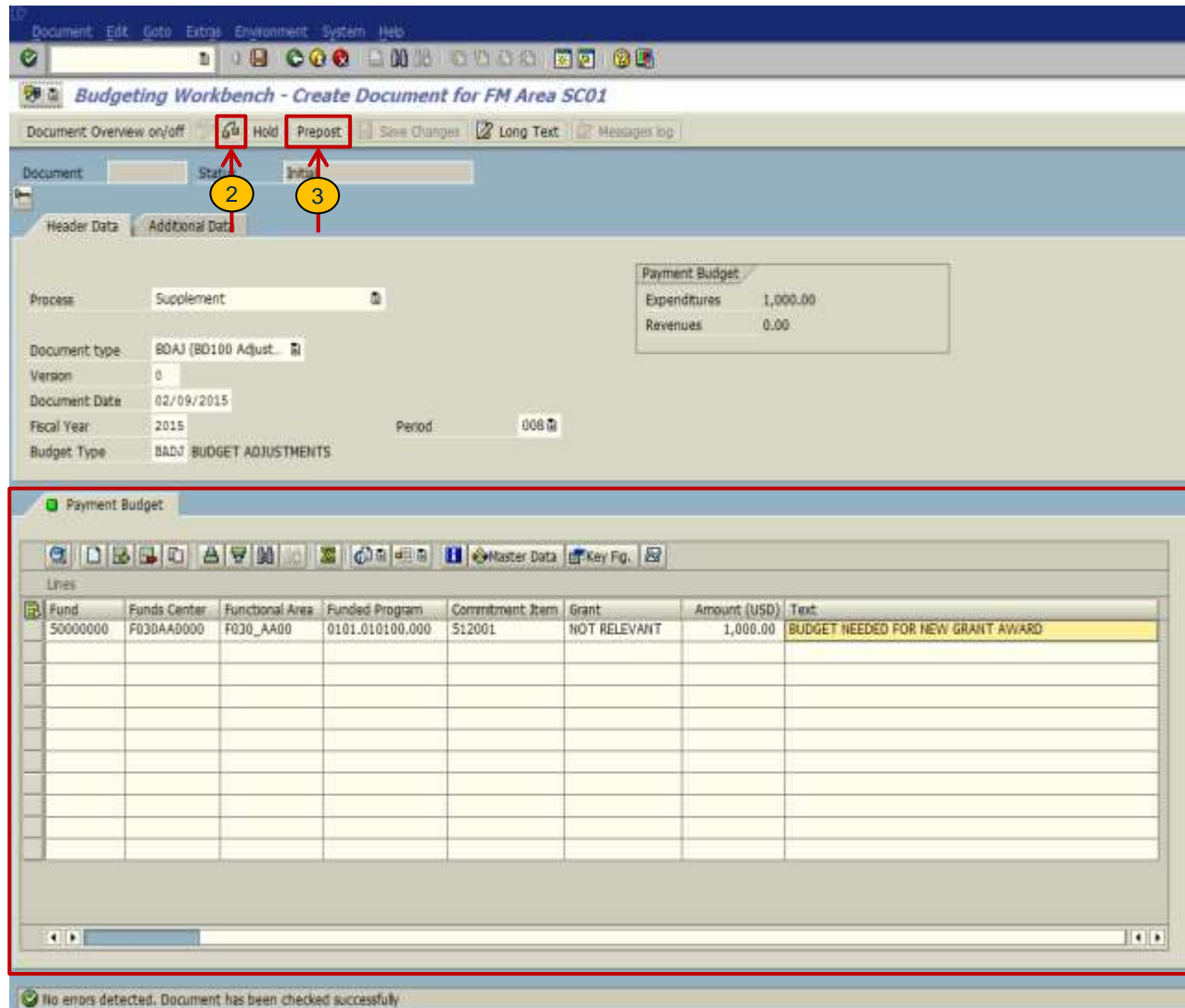


**1. Enter Transaction Code: FMBB**

**2. Click the Execute icon.**



# FMBB – Supplement/Increase Budget

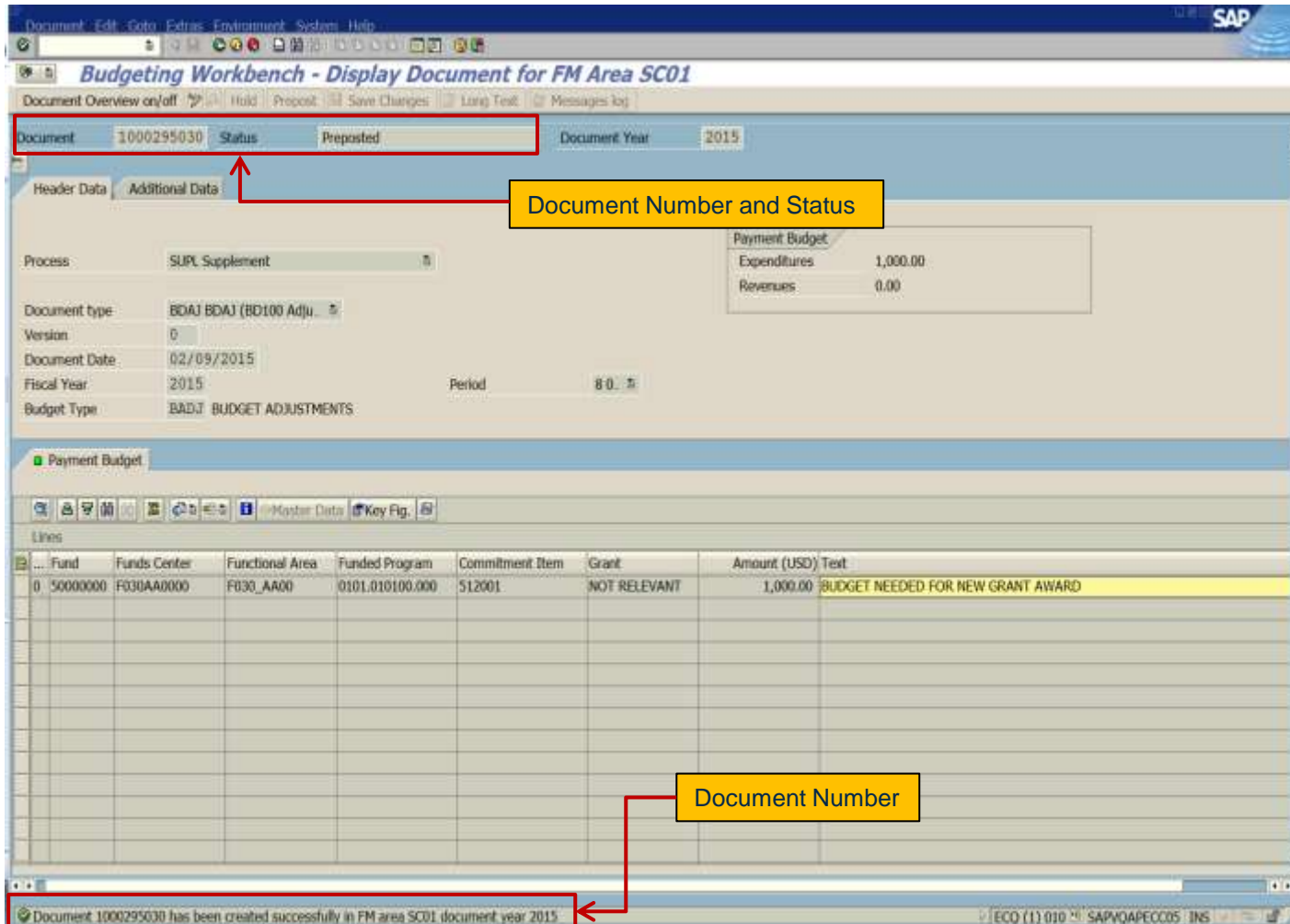


The screenshot displays the 'Budgeting Workbench - Create Document for FM Area SC01' interface. At the top, there are menu options: Document, Edit, Goto, Extras, Environment, System, Help. Below the menu is a toolbar with icons for document actions. The main window is titled 'Budgeting Workbench - Create Document for FM Area SC01' and contains several sections:

- Document Overview:** Includes buttons for 'Hold' and 'Prepost', both highlighted with red boxes and yellow circles labeled '2' and '3' respectively. Other buttons include 'Save Changes', 'Long Text', and 'Messages log'.
- Header Data:** A section for document metadata.
- Payment Budget:** A summary box showing 'Expenditures 1,000.00' and 'Revenues 0.00'.
- Form Fields:** Includes 'Process' (Supplement), 'Document type' (BDAJ (BD100 Adjust...)), 'Version' (0), 'Document Date' (02/09/2015), 'Fiscal Year' (2015), 'Period' (008), and 'Budget Type' (BDAJ BUDGET ADJUSTMENTS).
- Payment Budget Table:** A table with columns: Fund, Funds Center, Functional Area, Funded Program, Commitment Item, Grant, Amount (USD), and Text. The first row is highlighted in yellow and contains the text 'BUDGET NEEDED FOR NEW GRANT AWARD'. A red box surrounds the table, and a red arrow points from a yellow circle labeled '1' to the right side of the table.

At the bottom of the window, a status bar reads: 'No errors detected. Document has been checked successfully.'

# FMBB – Supplement/Increase Budget



The screenshot shows the SAP Budgeting Workbench interface for displaying a document in FM Area SC01. The document number is 1000295030 and its status is Preposted. The document year is 2015. The process is SUPL Supplement. The document type is BDAJ BDAJ (BD100 Adju). The document date is 02/09/2015, the fiscal year is 2015, and the budget type is BADAJ BUDGET ADJUSTMENTS. The payment budget shows expenditures of 1,000.00 and revenues of 0.00. The lines table contains one entry with a budget amount of 1,000.00 and the text 'BUDGET NEEDED FOR NEW GRANT AWARD'. A status message at the bottom indicates the document was created successfully.

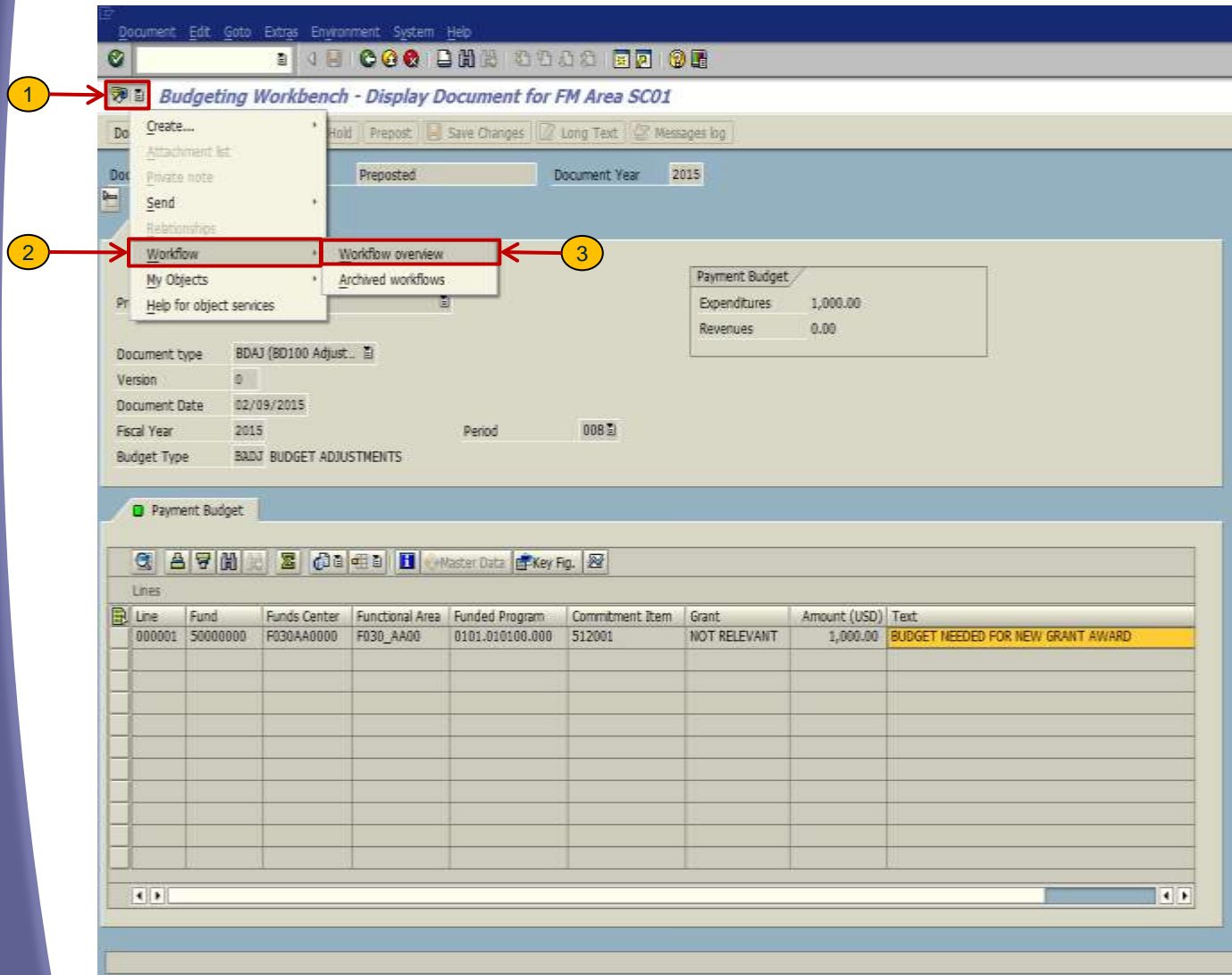
Document Number and Status

Document Number

...	Fund	Funds Center	Functional Area	Funded Program	Commitment Item	Grant	Amount (USD)	Text
0	50000000	F030AA0000	F030_AA00	0101.010100.000	512001	NOT RELEVANT	1,000.00	BUDGET NEEDED FOR NEW GRANT AWARD

Document 1000295030 has been created successfully in FM area SC01 document year 2015

# FMBB – Supplement/Increase Budget



Document: Edit Goto Extras Environment System Help

**1** → **Budgeting Workbench - Display Document for FM Area SC01**

Hold Prepost Save Changes Long Text Messages log

Doc Private note Preposted Document Year 2015

**2** → **Workflow** → **Workflow overview** ← **3**

Relationships  
My Objects  
Help for object services

Payment Budget

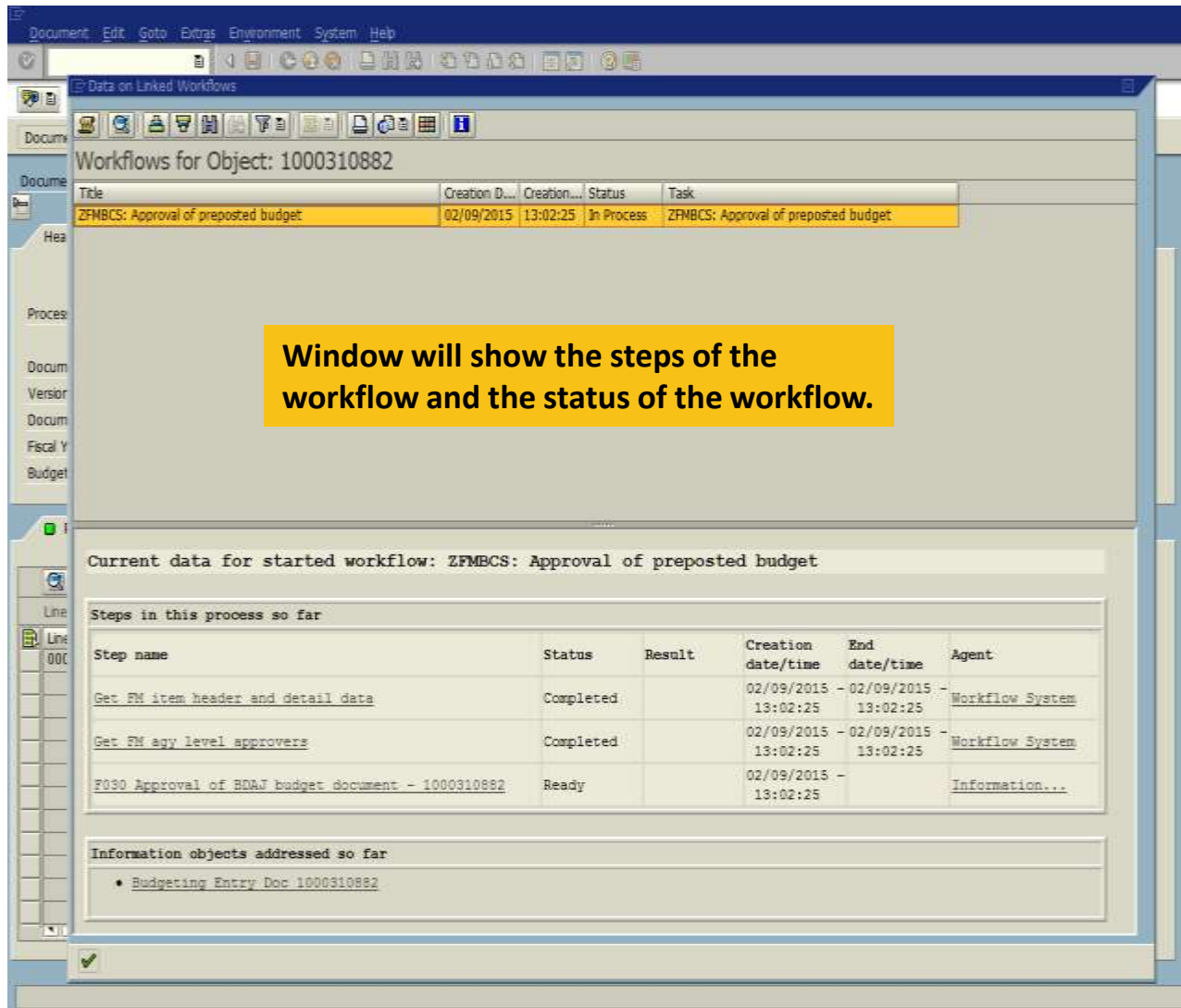
Expenditures	1,000.00
Revenues	0.00

Document type BDAJ (BD100 Adjust...)  
Version 0  
Document Date 02/09/2015  
Fiscal Year 2015 Period 008  
Budget Type BADA BUDGET ADJUSTMENTS

Payment Budget

Line	Fund	Funds Center	Functional Area	Funded Program	Commitment Item	Grant	Amount (USD)	Text
000001	50000000	F030AA0000	F030_AA00	0101.010100.000	512001	NOT RELEVANT	1,000.00	BUDGET NEEDED FOR NEW GRANT AWARD

# FMBB – Supplement/Increase Budget



The screenshot displays the 'Data on Linked Workflows' window. At the top, it shows 'Workflows for Object: 1000310882'. A table lists the workflow details:

Title	Creation D...	Creation...	Status	Task
ZFMBCS: Approval of preposted budget	02/09/2015	13:02:25	In Process	ZFMBCS: Approval of preposted budget

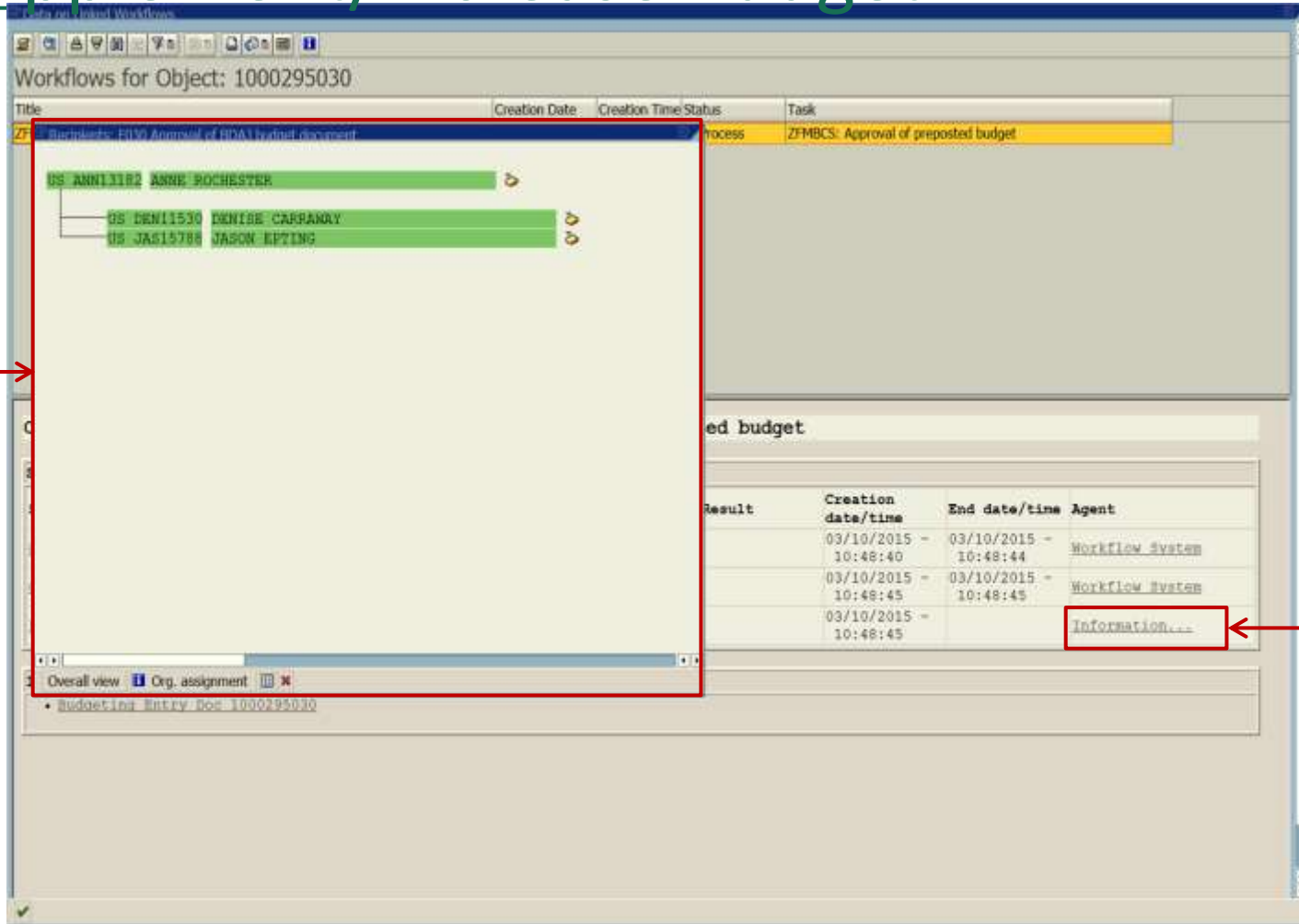
Below this, a yellow callout box states: **Window will show the steps of the workflow and the status of the workflow.**

The 'Current data for started workflow: ZFMBCS: Approval of preposted budget' section includes a table for 'Steps in this process so far':

Step name	Status	Result	Creation date/time	End date/time	Agent
Get FM item header and detail data	Completed		02/09/2015 - 13:02:25	02/09/2015 - 13:02:25	Workflow System
Get FM agy level approvers	Completed		02/09/2015 - 13:02:25	02/09/2015 - 13:02:25	Workflow System
F030 Approval of BDAJ budget document - 1000310882	Ready		02/09/2015 - 13:02:25		Information...

At the bottom, 'Information objects addressed so far' lists: • Budgeting Entry Doc 1000310882.

# FMBB – Supplement/Increase Budget



Workflows for Object: 1000295030

Title	Creation Date	Creation Time	Status	Task
ZF Budgets: E130 Approval of BDA budget document				ZFBCS: Approval of preposed budget

**Participants:**

- US ANN11182 ANNE ROCHESTER
- US DEN11530 DENISE CARRANAY
- US JAS15788 JASON EPTING

**Workflow Results:**

Result	Creation date/time	End date/time	Agent
	03/10/2015 - 10:48:40	03/10/2015 - 10:48:44	Workflow System
	03/10/2015 - 10:48:45	03/10/2015 - 10:48:45	Workflow System
	03/10/2015 - 10:48:45		Information...

Overall view | Org. assignment | X

Budgeting Entry Doc: 1000295030

2

1

# FMBB

## Transfer Budget – Within Agency



Document Edit Goto Extras Environment System Help

Budgeting Workbench - Create Document for FM Area SC01

Document Overview on/off Hold Prepost Save Changes Long Text Messages log

Document: Status Initial

Header Data Additional Data

Process: Transfer

Document type: TRFW (Transfers-Wor...)

Version: 0

Document Date: 02/19/2015

Payment Budget:

Total Sender: 0.00

Total Receiver: 0.00

Sender:

Fiscal Year: 2015 Period: 008

Budget Type: TRSF TRANSFER OF APPROPRIATIONS

Receiver:

Fiscal Year: 2015 Period: 008

Budget Type: TRSF TRANSFER OF APPROPRIATIONS

Payment Budget:

Master Data Split Key Fig.

Line	-/+	Fund	Funds Center	Functional Area	Funded Program	Commitment Item	Grant	Amount (US)
-								
-								
-								
-								
-								

Full amount has been assigned to the new selected period

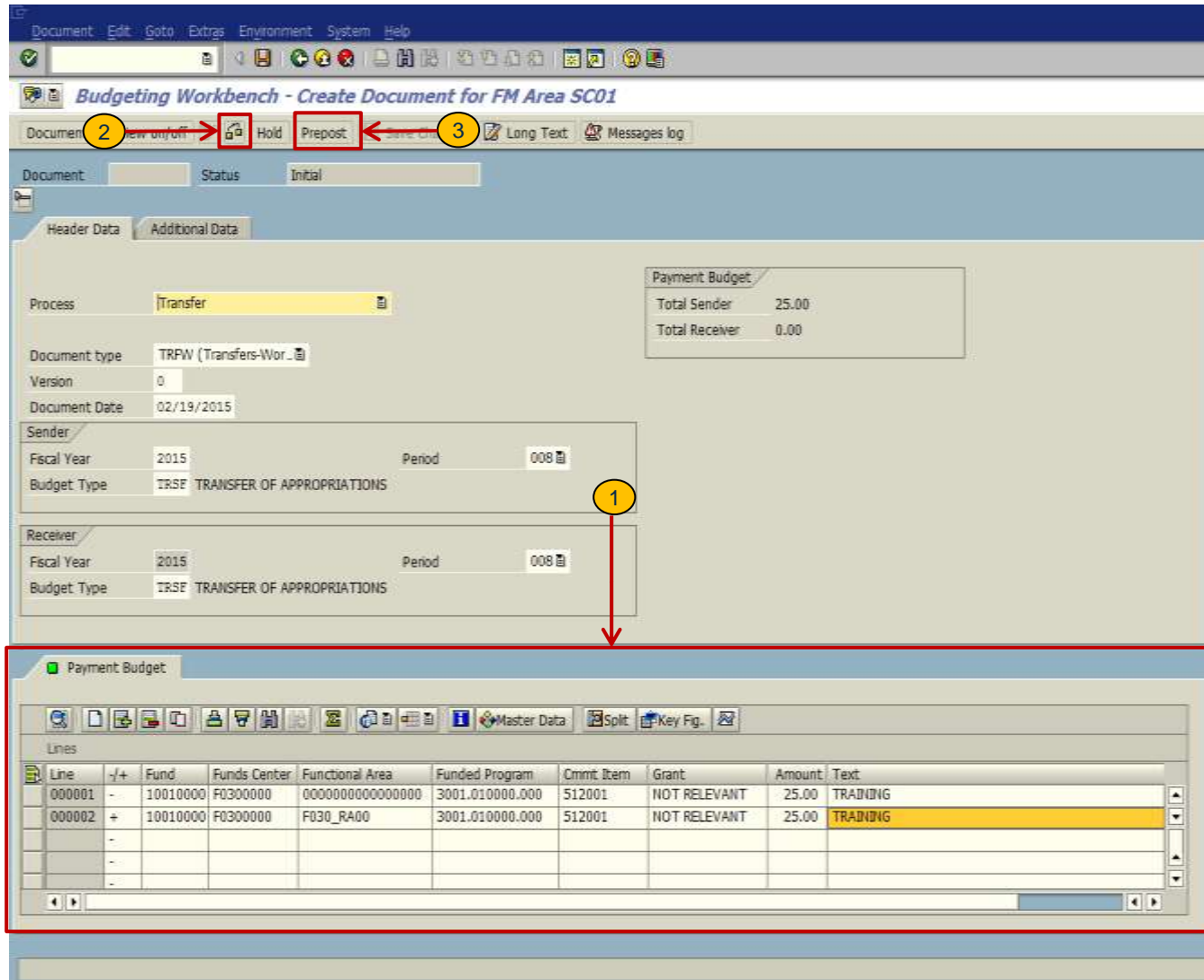
**In the Data Header Tab enter:**

<b>Process:</b>	<i>Transfer</i>
<b>Document Type:</b>	<i>TRFW</i>
<b>Version:</b>	<i>0</i>
<b>Document Date:</b>	<i>Current Date</i>
<b>Sender Box:</b>	
<b>Fiscal Year:</b>	<i>Current FI Year</i>
<b>Period:</b>	<i>Current Period</i>
<b>Budget Type:</b>	<i>TRSF</i>
<b>Receiver Box:</b>	
<b>Fiscal Year:</b>	<i>Current FI Year</i>
<b>Period:</b>	<i>Current Period</i>
<b>Budget Type:</b>	<i>TRSF</i>



# FMBB

## Transfer Budget – Within Agency



The screenshot shows the 'Budgeting Workbench - Create Document for FM Area SC01' interface. The menu bar includes Document, Edit, Goto, Extras, Environment, System, and Help. The toolbar contains icons for New, Open, Hold, Prepost, Long Text, and Messages log. The document title is 'Document 2'. The 'Header Data' section includes:

- Process: Transfer
- Document type: TRPW (Transfers-Wor...)
- Version: 0
- Document Date: 02/19/2015
- Sender: Fiscal Year 2015, Period 008, Budget Type TRSE TRANSFER OF APPROPRIATIONS
- Receiver: Fiscal Year 2015, Period 008, Budget Type TRSE TRANSFER OF APPROPRIATIONS

The 'Payment Budget' summary shows:

Payment Budget	
Total Sender	25.00
Total Receiver	0.00

The 'Payment Budget' table below is highlighted with a red border:

Line	+/ -	Fund	Funds Center	Functional Area	Funded Program	Comit Item	Grant	Amount	Text
000001	-	10010000	F0300000	000000000000000000	3001.010000.000	512001	NOT RELEVANT	25.00	TRAINING
000002	+	10010000	F0300000	F030_RA00	3001.010000.000	512001	NOT RELEVANT	25.00	TRAINING
	-								
	-								
	-								

# FMBB

## Transfer Budget – Within Agency



Document Edit Goto Extras Environment System Help

**Budgeting Workbench - Display Document for FM Area SC01**

Document Overview on/off Hold Prepost Save Changes Long Text Messages log

Document: 1000295031 Status: Preposted Document Year: 2015

Header Data Additional Data

Process: TRAN Transfer

Document type: TRFW TRFW (Transfers) Version: 0 Document Date: 02/19/2015

Payment Budget  
Total Sender: 25.00  
Total Receiver: 25.00

Sender  
Fiscal Year: 2015 Period: 80  
Budget Type: TRSF TRANSFER OF APPROPRIATIONS

Receiver  
Fiscal Year: 2015 Period: 80  
Budget Type: TRSF TRANSFER OF APPROPRIATIONS

Payment Budget

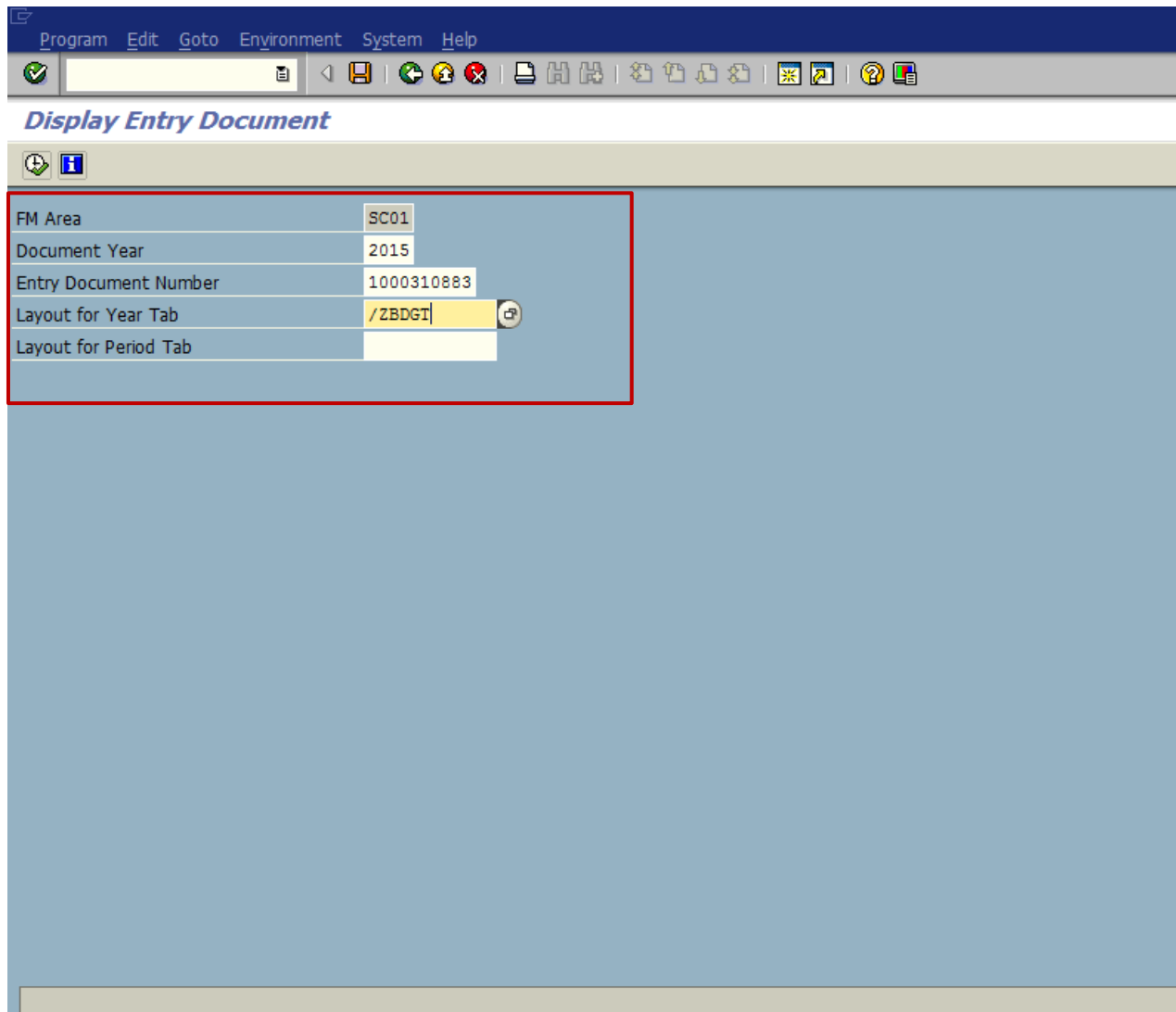
Lines

Doc. Line	Fund	Funds Center	Functional Area	Funded Program	Commitment Item	Grant	Amount (USD)	Text
000001	10010000	F0300000	0000000000000000	3001.010000.000	512001	NOT RELEVANT	25.00	TRAINING
000002	10010000	F0300000	F030_RA00	3001.010000.000	512001	NOT RELEVANT	25.00	TRAINING

Document 1000295031 has been created successfully in FM area SC01 document year 2015

TECO (1) 010 SAPVQAPECC05 INS

# FMEDD – Display a Budget Entry Document



Program Edit Goto Environment System Help

Display Entry Document

FM Area	SC01
Document Year	2015
Entry Document Number	1000310883
Layout for Year Tab	/ZBDGT
Layout for Period Tab	

# FMEDD - Display a Budget Entry Document

Document Edit Goto Environment System Help

Entry Document

Header Additional Data

Document 1000310883 Status Preposted Document Year 2015 FM Area SC01  
 Process Transfer Total Sender 20.00 USD  
 BCS Value Type Budget Total Receiver 20.00 USD  
 Budget Category Payment Version 0 Fiscal Year 2015  
 Document type TRFW Document Date 02/09/2015


Year Periods

Line	-/+	Funds Center	Funded Program	Func. Area	Fund	Cmmt Item	Grant	Amount TC	Type	Text
0000...	-	F030AA0000	0101.010100.000	F030_AA00	10010000	512001	NOT RELEVANT	20.00	TRSF	TRSF BUDGET TO DI
0000...	+	F030BB0000	0100.160100.000	F030_BB00	10010000	512001	NOT RELEVANT	20.00	TRSF	



# LESSON 4: CREATE AND MAINTAIN EARMARKED FUNDS

# Earmarked Funds Overview

 SCEIS ECC has several ways to set aside budget or reserve funds for management reasons or for a specific purpose:

- **Funds Block**
- **Funds Reservation**

# Earmarked Funds Overview

**Funds Block:** Used by management in the Agency to earmark or set aside a portion of their budget for a future non-specific use.

	For example, if an agency wanted to hold \$50K of their \$1M budget until later in the fiscal year, the funds block will restrict the \$50K from being spent for any purpose until block is released.	
--	---	--

# Earmarked Funds Overview

**Funds Reservation:** A manual process of restricting funds for a specific purpose.

	Can be used to restrict budget for various monthly expenditures such as rent or utilities.	
--	--	--



## Earmarked Funds

Earmarked Funds must have a complete budget address.

Are assigned to a Fund, Fund Center, Commitment Item, Functional Area and Grant.

Availability Controls(AVC) are used to check all earmarked fund transactions.

Reporting can be used to view and track earmarked funds and their specific transactional details.

Fund Reservations may be released if all or a portion of the budget funds are not used.

# Funds Block – Create, Change, and Display

## Funds Block Transactions

### FMW1:

#### **Create Funds Block**

- Restricts a portion of your agency's budget for future use.
- Block is only restricted at budget address.
- Changes budget availability to include funds block.

### FMW2:

#### **Change Funds Block**

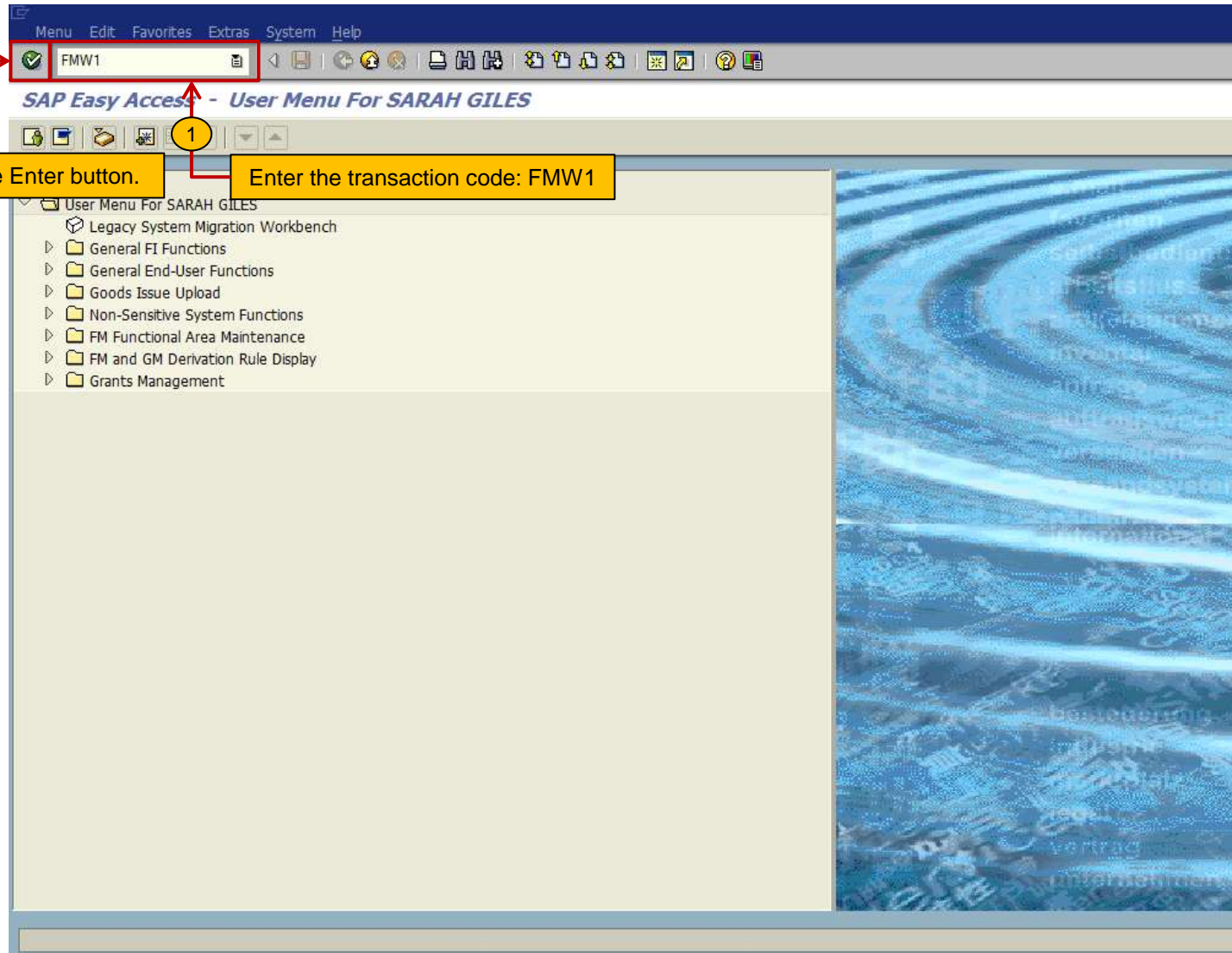
- Used to increase or decrease the total funds block.
- Used to change the amount of a line item.
- To release or close a block which will return remaining funds to your budget.

### FMW3:

#### **Display Funds Block**

- View or report funds set aside in funds block.

# FMW1 – Create Funds Block



# FMW1 – Create Funds Block

Document Edit Goto System Help

Funds blocking: Create InitScr

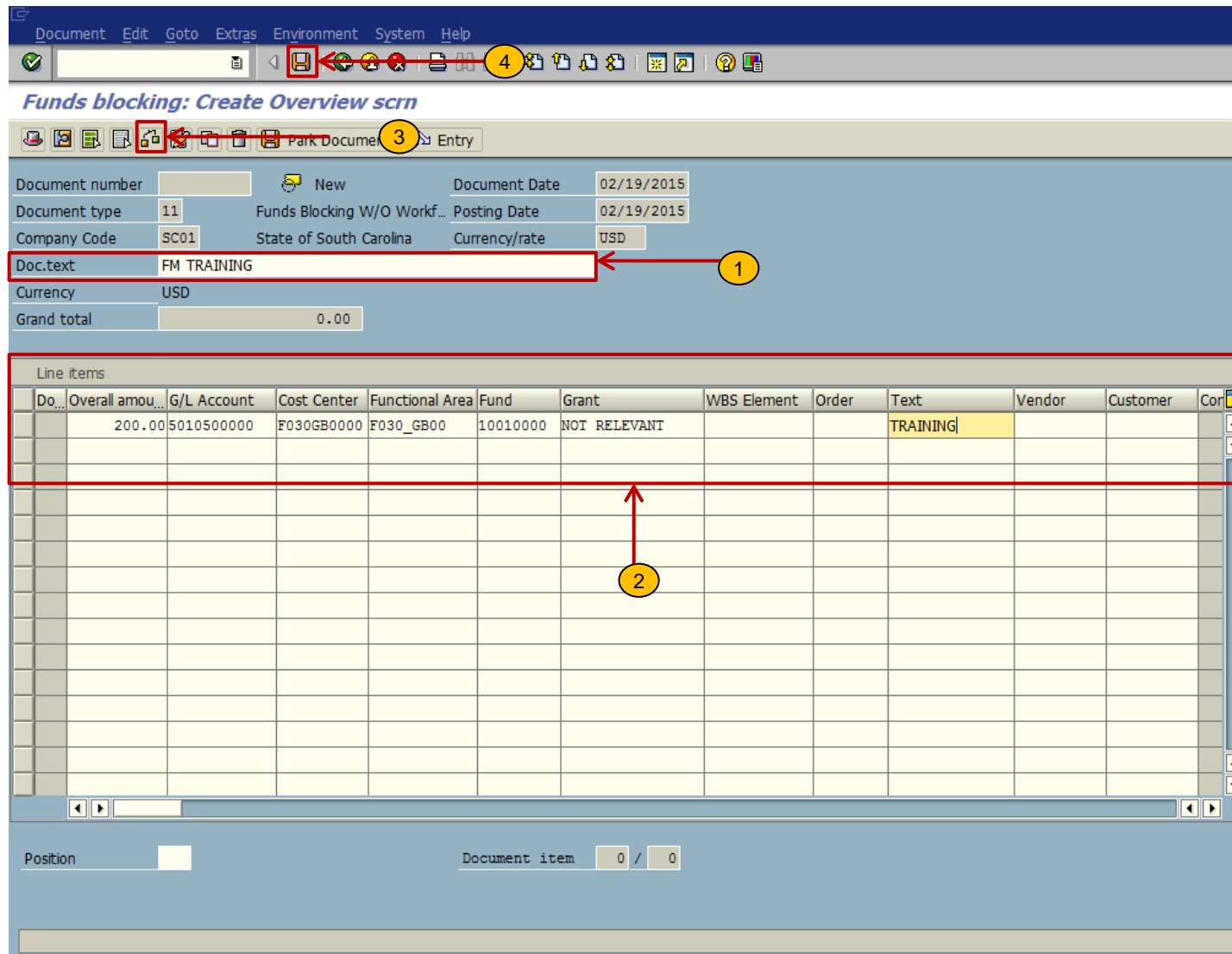
3

Document type	11	1
Document Date	02/19/2015	
Posting Date	02/19/2015	
Company Code	SC01	State of South Carolina
Currency/rate	USD	2
Translation Date		

Reference

Reference document

# FMW1 – Create Funds Block

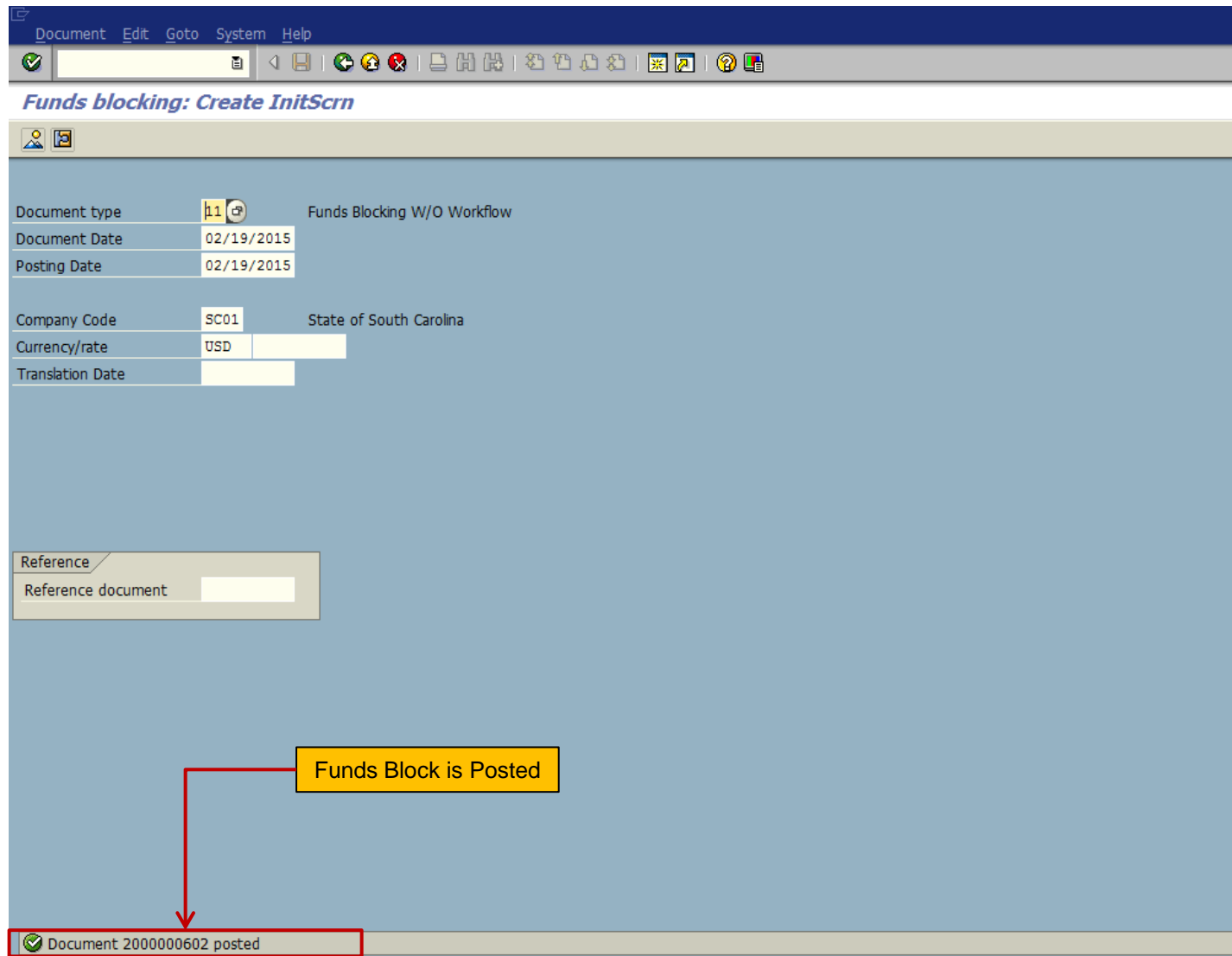


The screenshot shows the 'Funds blocking: Create Overview' screen in the SOEIS application. The interface includes a menu bar (Document, Edit, Goto, Extras, Environment, System, Help) and a toolbar with various icons. The main area is divided into several sections:

- Document Information:** Fields for Document number, Document type (11), Company Code (SC01), Document Date (02/19/2015), Posting Date (02/19/2015), State of South Carolina, and Currency/rate (USD). The 'Doc.text' field is highlighted with a red box and labeled '1', containing the text 'FM TRAINING'.
- Grand total:** A field showing '0.00'.
- Line items table:** A table with columns: Do..., Overall amou..., G/L Account, Cost Center, Functional Area, Fund, Grant, WBS Element, Order, Text, Vendor, Customer, and Cor. The first row is highlighted with a red box and labeled '2'. It contains the following data: Overall amou...: 200.00, G/L Account: 5010500000, Cost Center: F030GB0000, Functional Area: F030\_GB00, Fund: 10010000, Grant: NOT RELEVANT, and Text: TRAINING.
- Annotations:** Yellow circles with numbers 1, 2, 3, and 4 are placed on the screen. Circle 1 points to the 'Doc.text' field. Circle 2 points to the first row of the 'Line items' table. Circle 3 points to the 'Park Document' button in the toolbar. Circle 4 points to the 'Save' icon in the menu bar.

At the bottom of the screen, there are fields for 'Position' and 'Document item' (0 / 0).

# FMW1 – Create Funds Block



Document type: 11 Funds Blocking W/O Workflow

Document Date: 02/19/2015

Posting Date: 02/19/2015

Company Code: SC01 State of South Carolina

Currency/rate: USD

Translation Date:






Reference document:

Funds Block is Posted

Document 2000000602 posted

# FMW1 – Create Funds Block

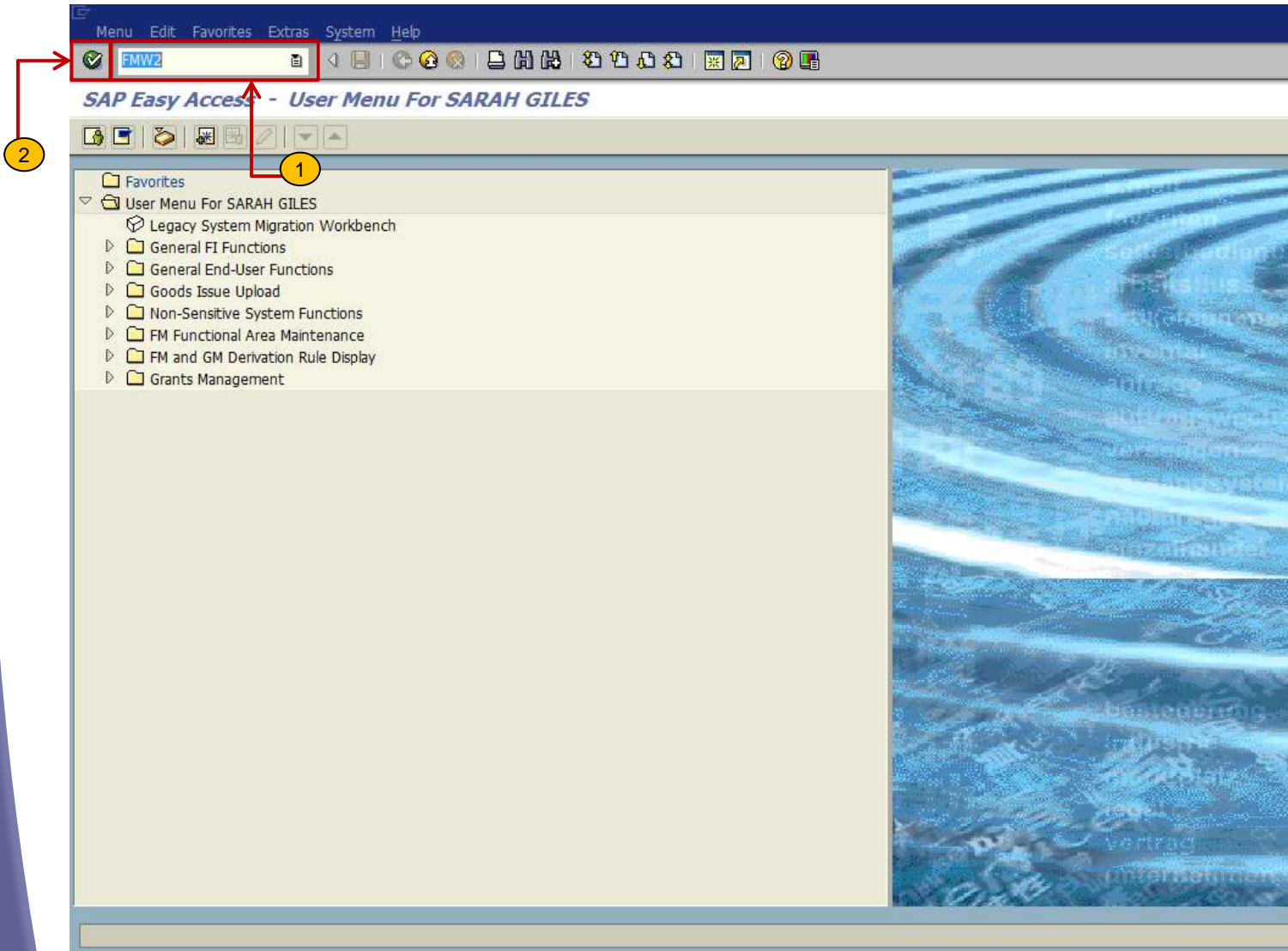
Document lines: Display messages

Typ	Item	Message text	LText
		* Messages about overall document	
		* Active availability control (Funds Management):	
		* Annual budget almost exhausted for document item 00001	

Technical Information

0 0 1 2

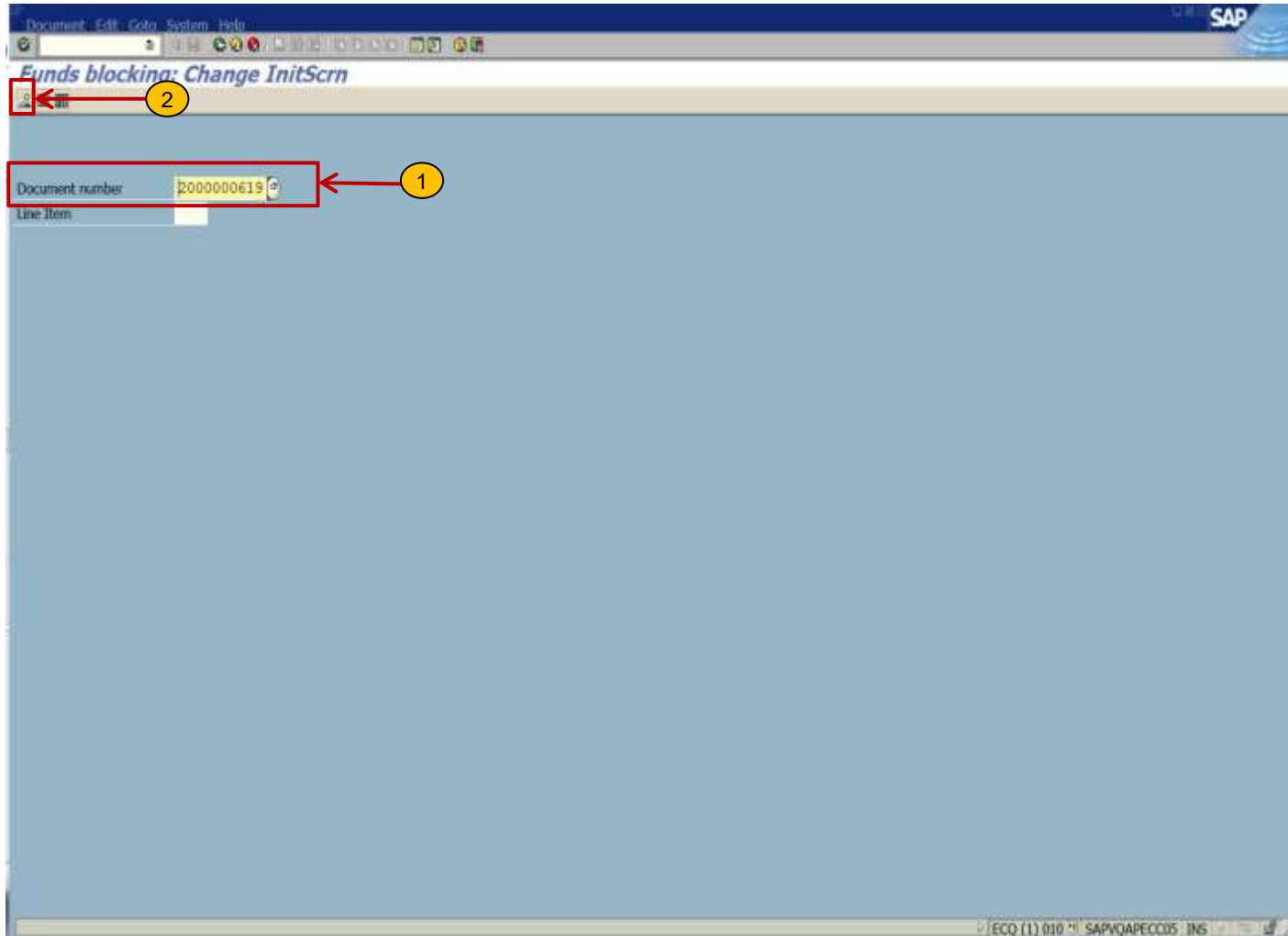
# FMW2 – Change Funds Block



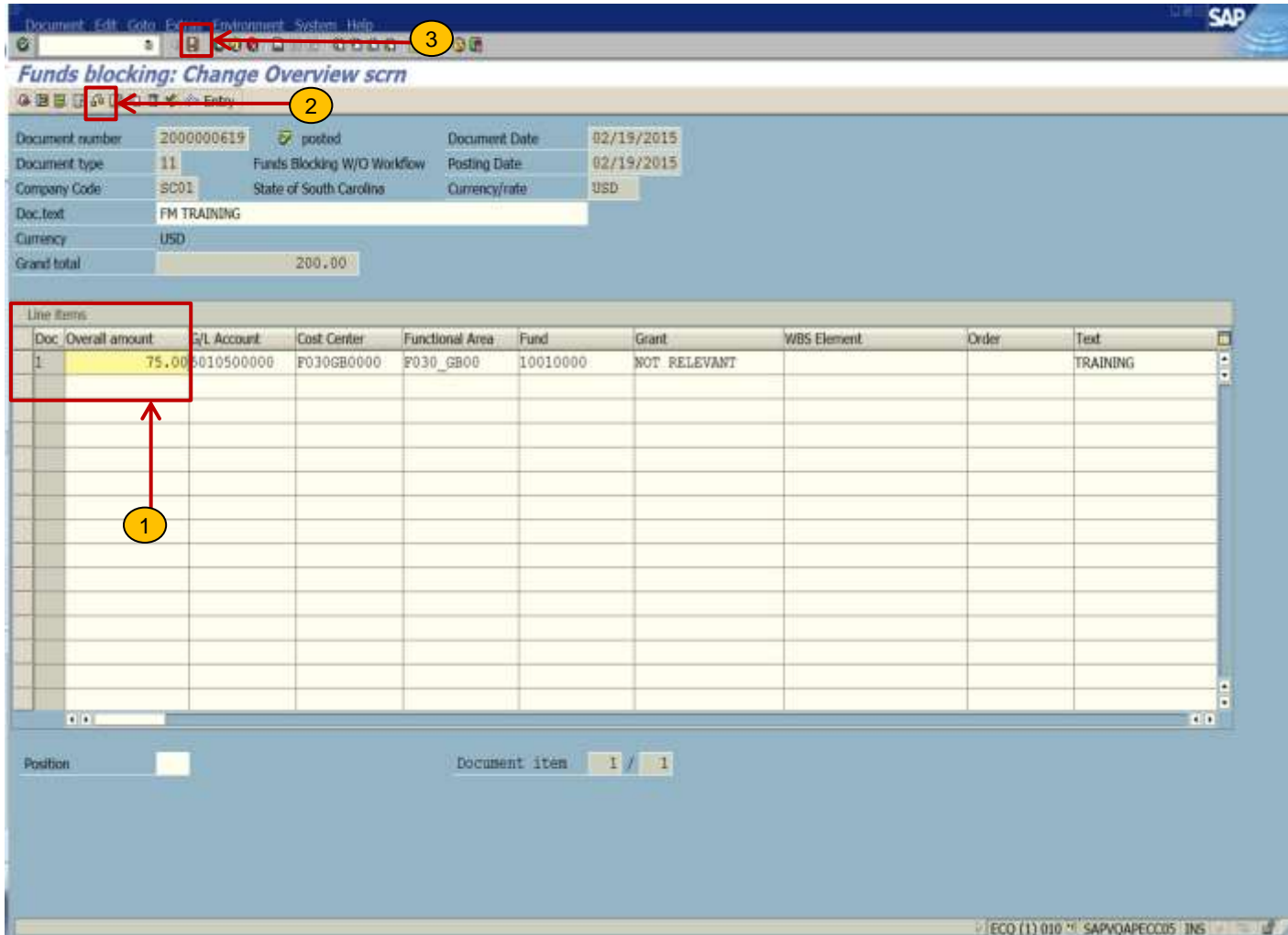
The screenshot displays the SAP Easy Access interface for user SARAH GILES. The browser address bar at the top shows 'FMW2' highlighted with a red box and a red arrow labeled '2'. Below the browser, the SAP menu tree is visible, with 'User Menu For SARAH GILES' expanded. A red arrow labeled '1' points to the 'FM Functional Area Maintenance' folder within this menu. The main content area on the right shows a blue abstract background with text like 'contract' and 'environment'.



# FMW2 – Change Funds Block



# FMW2 – Change Funds Block



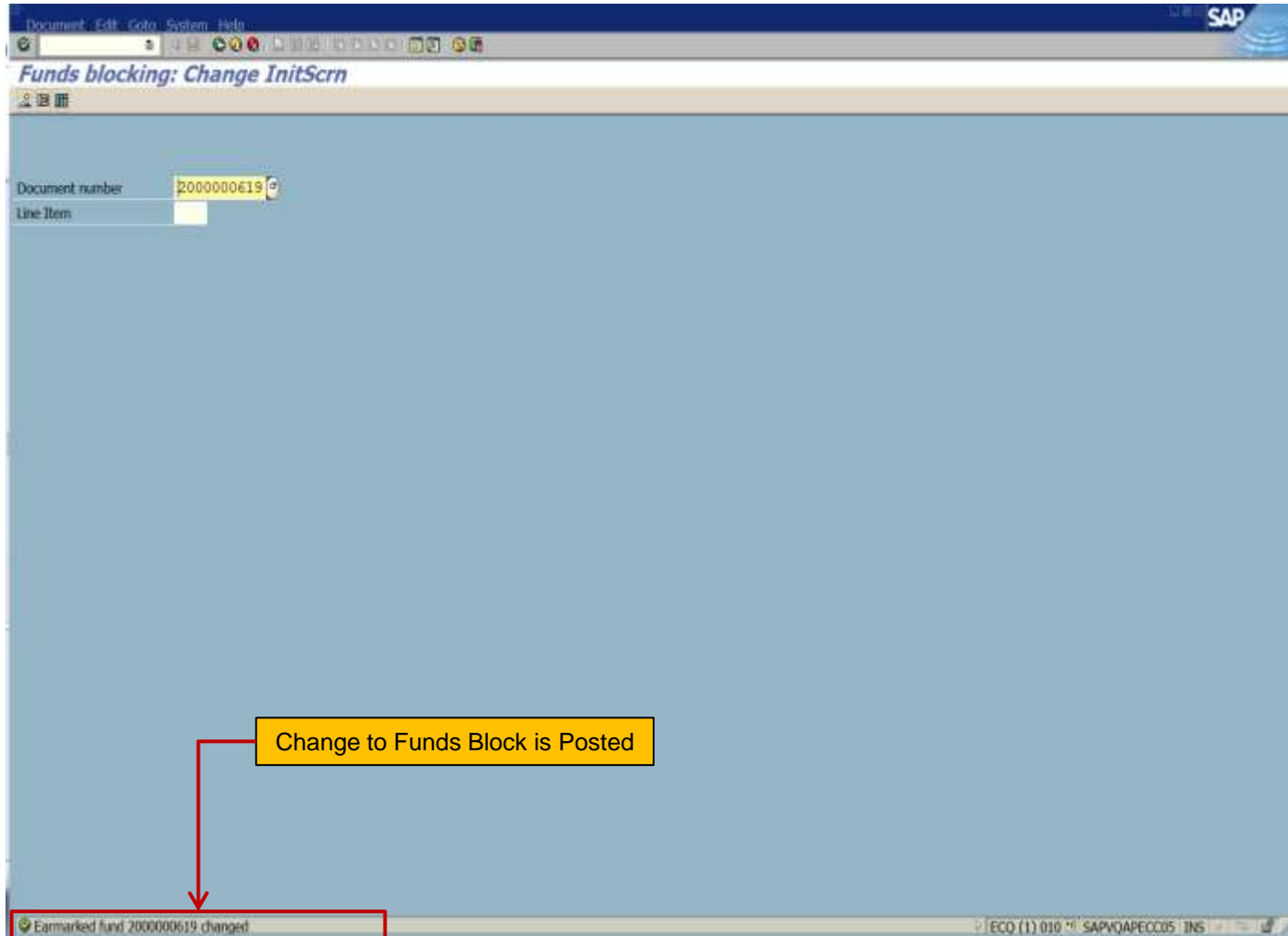
The screenshot shows the SAP 'Funds blocking: Change Overview' screen. The interface includes a menu bar at the top, a title bar, and a main data area. Three red annotations are present: a circle with '1' pointing to the 'Overall amount' field in the 'Line Items' table; a circle with '2' pointing to the 'Entry' button in the toolbar; and a circle with '3' pointing to the 'Change' button in the toolbar.

Document number: 2000000619 (posted) Document Date: 02/19/2015  
Document type: 11 Funds Blocking W/O Workflow Posting Date: 02/19/2015  
Company Code: SC01 State of South Carolina Currency/rate: USD  
Doc. text: FM TRAINING  
Currency: USD  
Grant total: 200.00

Line Items	Doc	Overall amount	G/L Account	Cost Center	Functional Area	Fund	Grant	WBS Element	Order	Text
1		75.00	6010500000	F030GB0000	F030_GB00	10010000	NOT RELEVANT			TRAINING

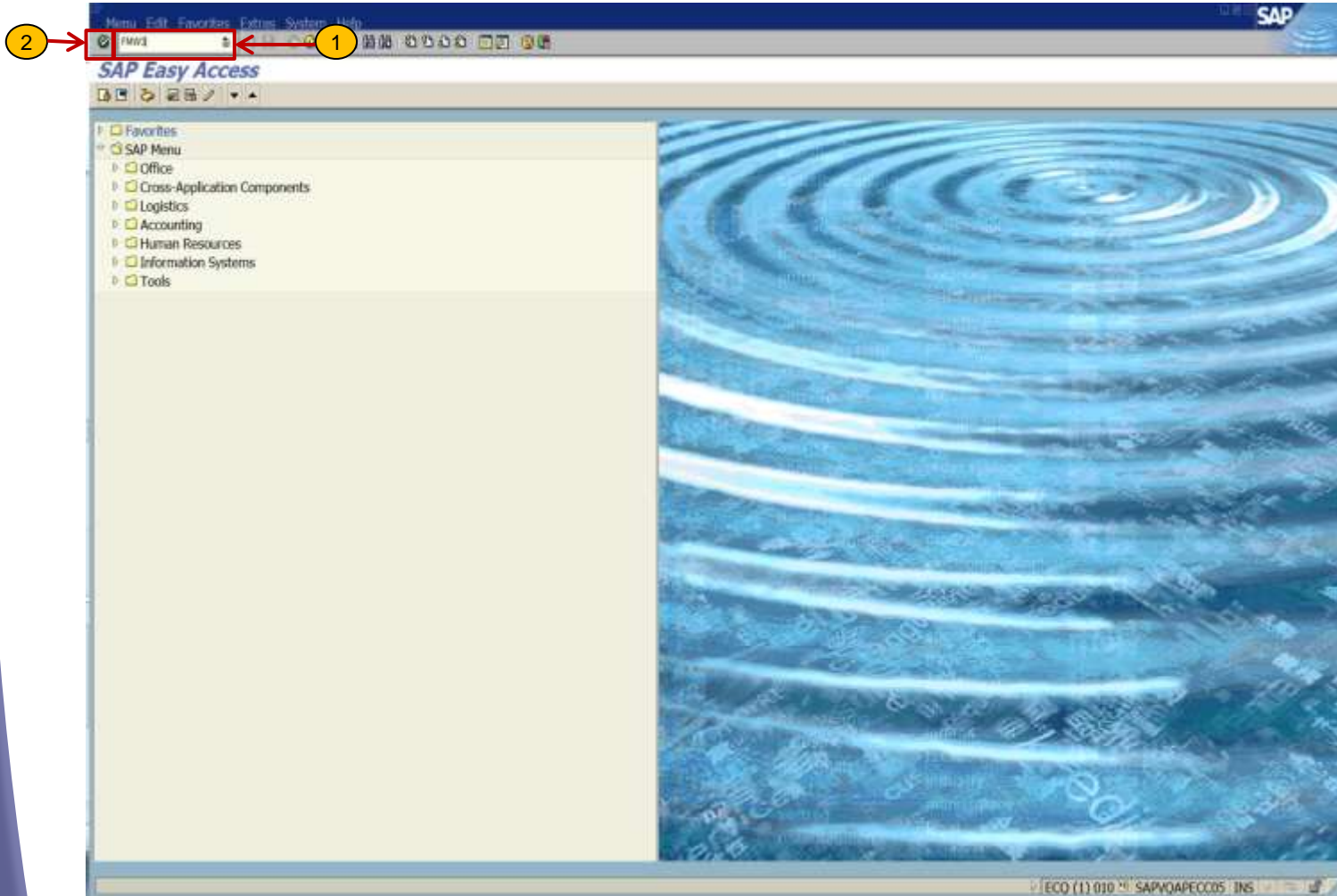
Position: [ ] Document item: 1 / 1

# FMW2 – Change Funds Block

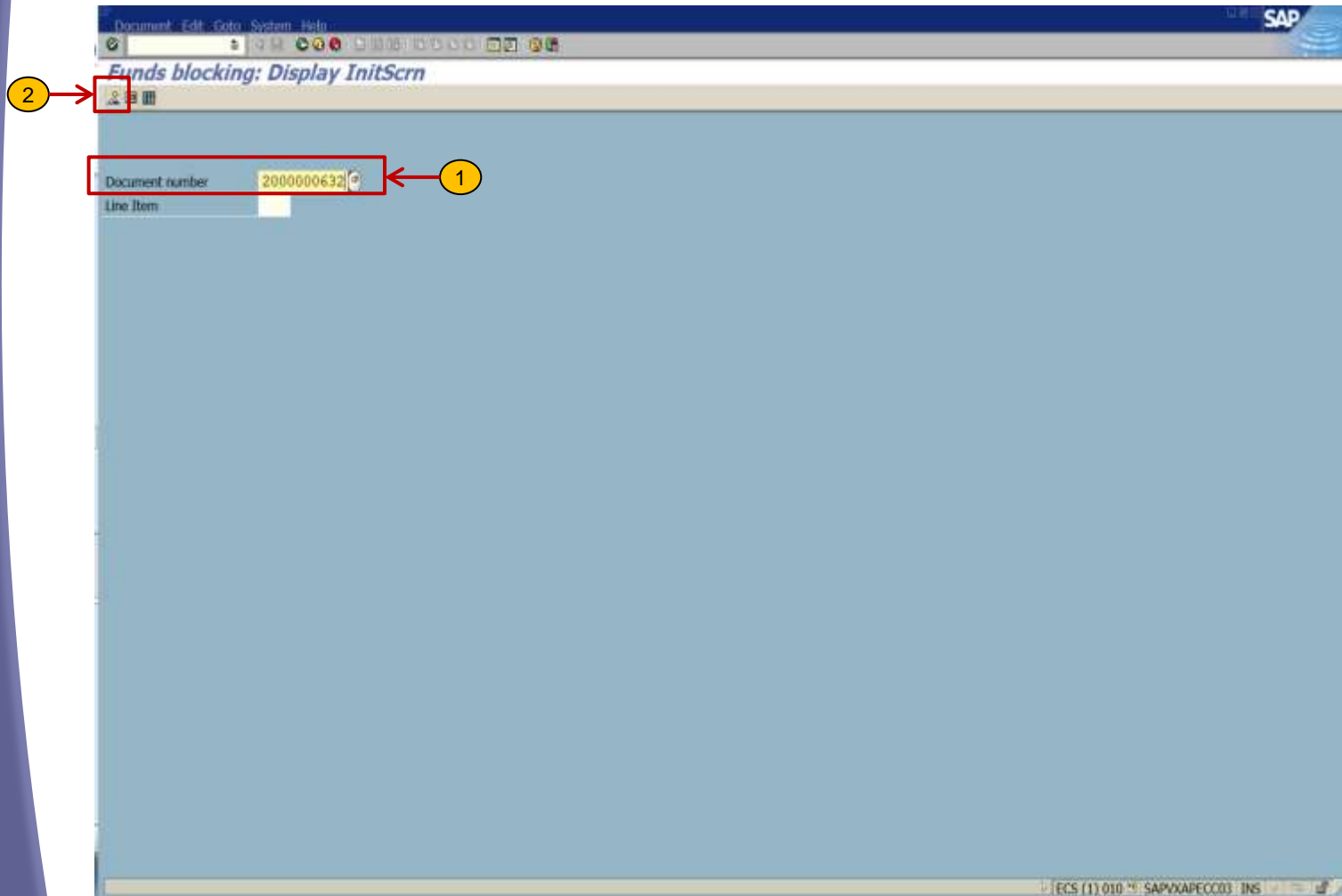


The screenshot shows the SAP interface for 'Funds blocking: Change InitScr'. The document number is 2000000619. A yellow callout box with the text 'Change to Funds Block is Posted' has a red arrow pointing to a message in the status bar at the bottom: 'Earmarked fund 2000000619 changed'. The status bar also shows 'ECO (1) 010 \* SAPVQAPECC05 INS'.

# FMW3 – Display Funds Block

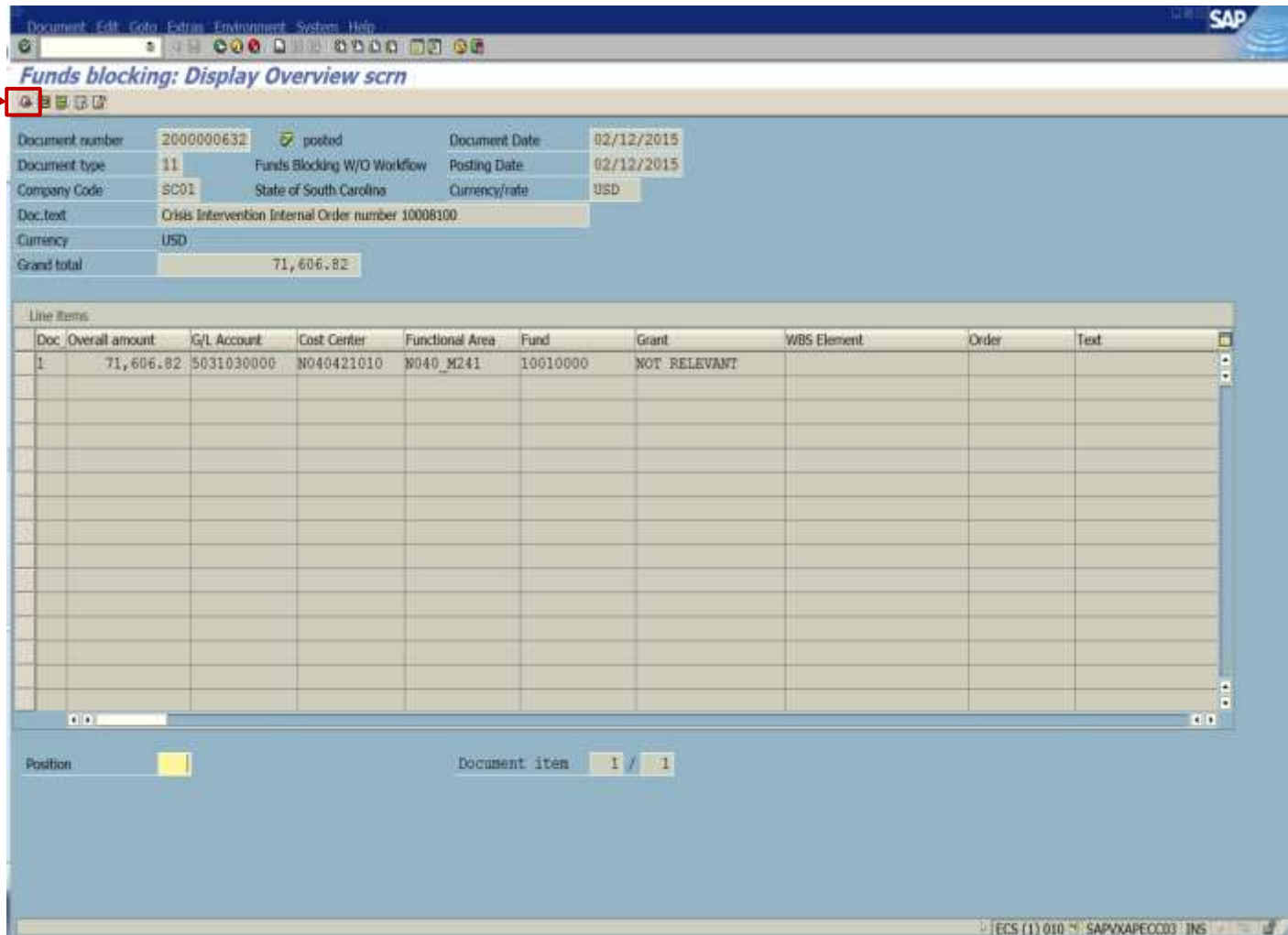


# FMW3 – Display Funds Block



# FMW3 – Display Funds Block

2



The screenshot shows the SAP 'Funds blocking: Display Overview' screen. A red box highlights the 'Display' icon in the top toolbar, with a red arrow pointing to it from the number '2'. The screen displays the following data:

Document number: 2000000632 (posted) | Document Date: 02/12/2015  
Document type: 11 (Funds Blocking W/O Workflow) | Posting Date: 02/12/2015  
Company Code: SC01 (State of South Carolina) | Currency/rate: USD  
Doc.text: Crisis Intervention Internal Order number 10008100  
Currency: USD  
Grand total: 71,606.82

Doc	Overall amount	G/L Account	Cost Center	Functional Area	Fund	Grant	WBS Element	Order	Text
1	71,606.82	5031030000	N040421010	N040_M241	10010000	NOT RELEVANT			

Position: [ ] | Document item: 1 / 1

Footer: ECS (1) 010 - SAPWAPECC03 - INS

# Funds Reservation – Create, Change, and Display

## Funds Reservation

### FMX1 - Create

- Manual process of restricting funds for a specific purpose.
- Can be used during the SRM process to hold specific budgeted funds.
- Can be used during a solicitation or for non-PO related monthly expenditures.

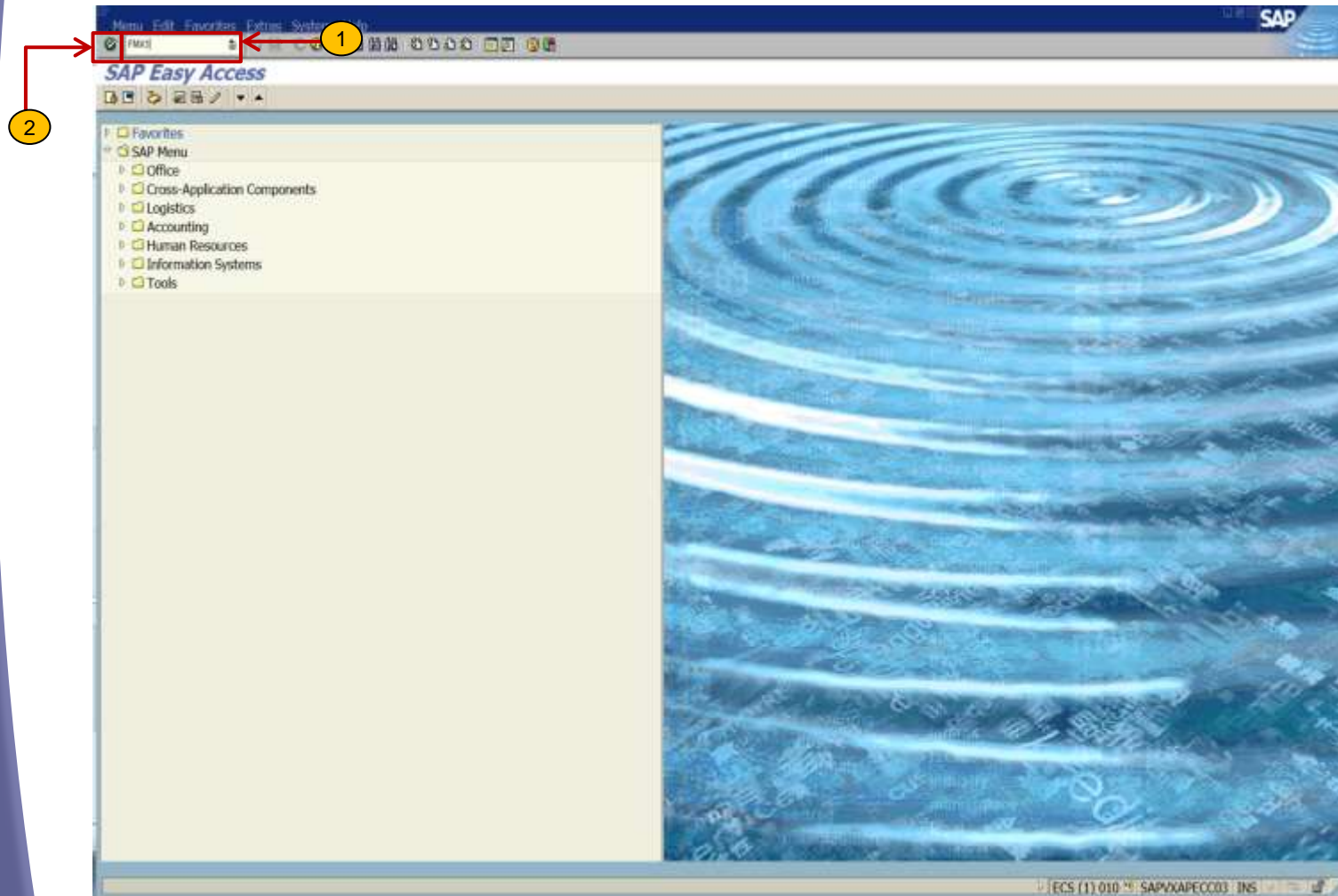
### FMX2 - Change

- Use when you need to increase or decrease a Funds Reservation.

### FMX3 - Display

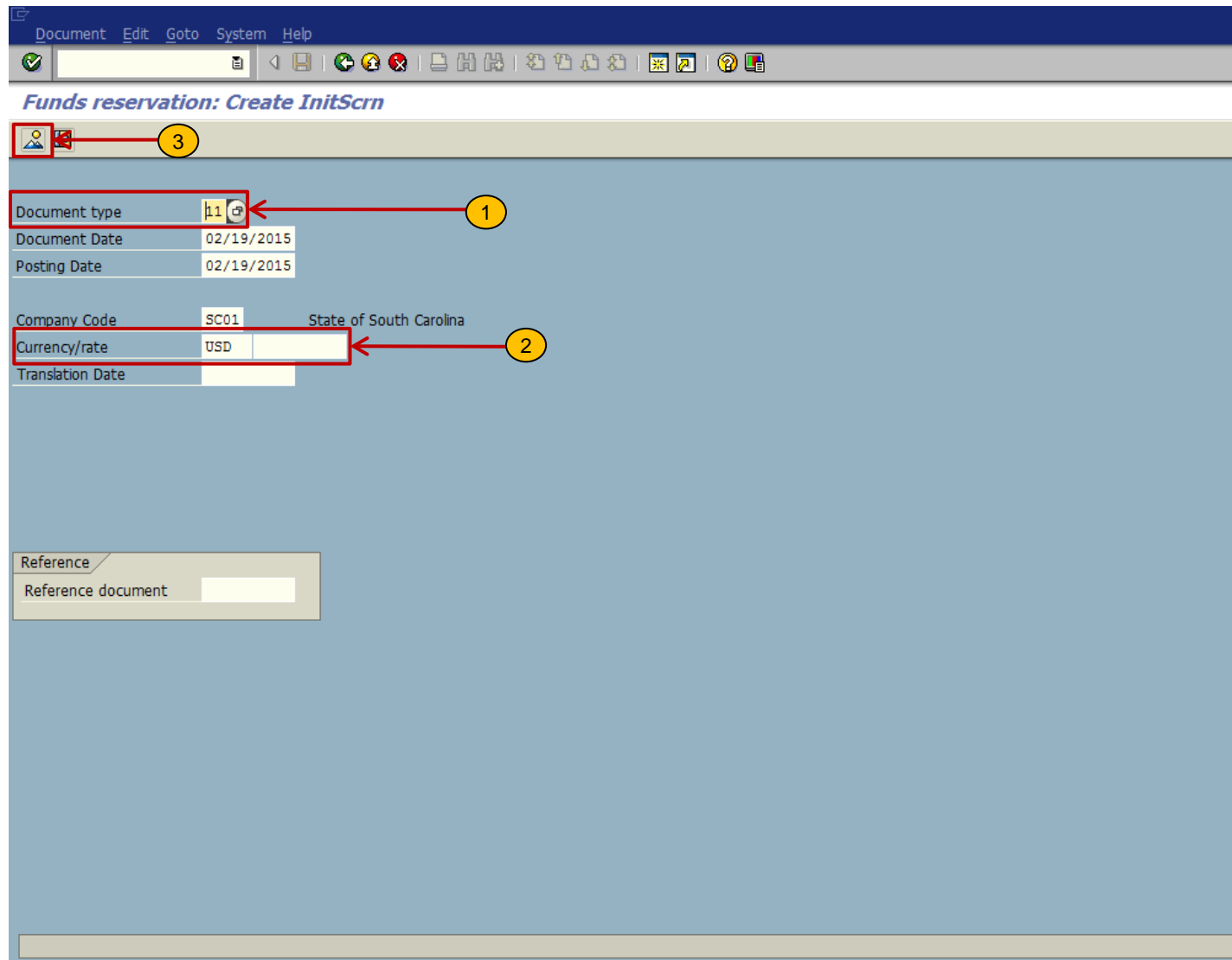
- Use to display and review the details of the Funds Reservation.

# FMX1 – Create Funds Reservation





# FMX1 – Create Funds Reservation



The screenshot shows the 'Funds reservation: Create InitScr' form in a web browser. The form has a menu bar (Document, Edit, Goto, System, Help) and a toolbar. The form fields are as follows:

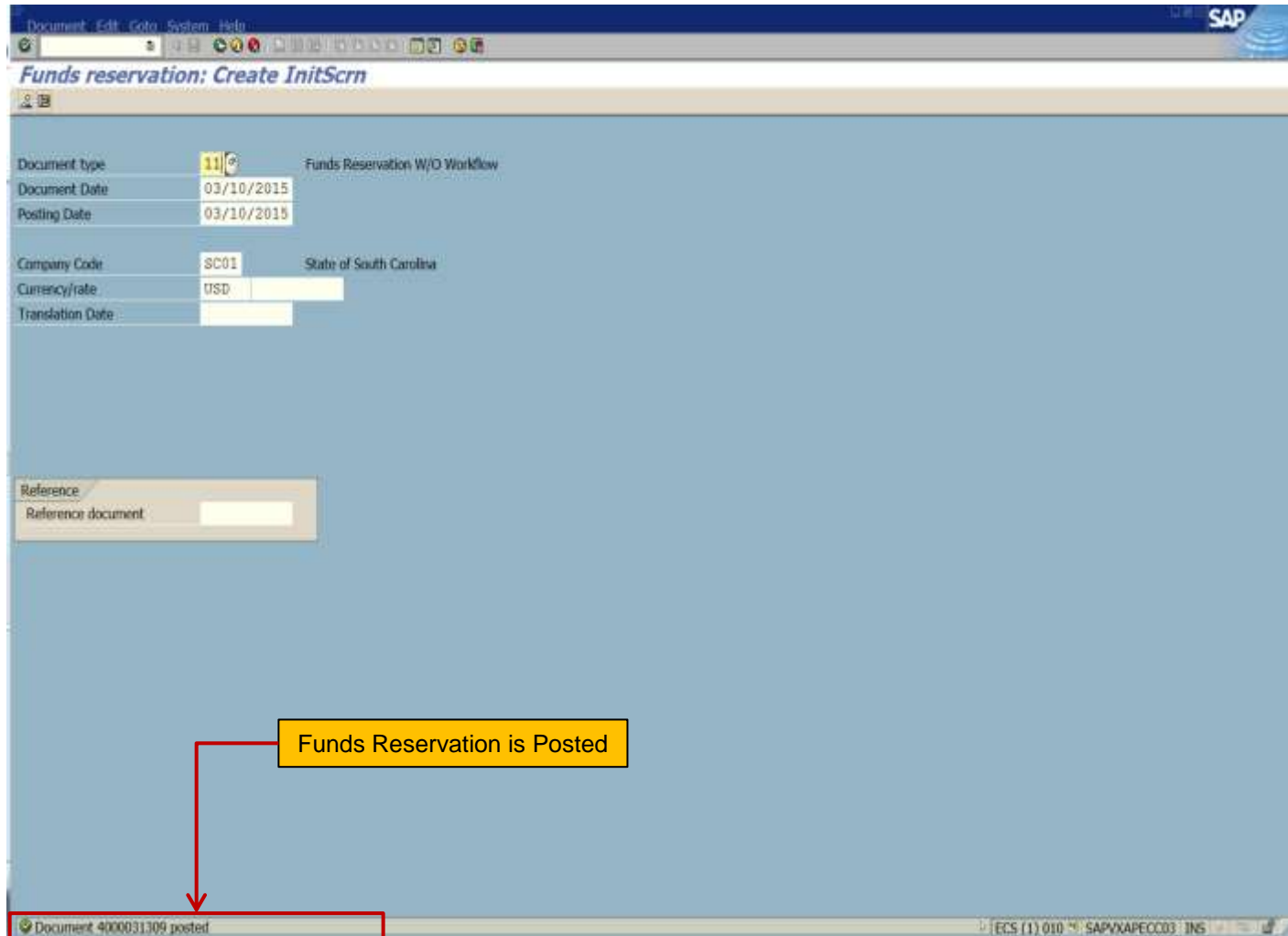
Document type	11	← 1
Document Date	02/19/2015	
Posting Date	02/19/2015	
Company Code	SC01	State of South Carolina
Currency/rate	USD	← 2
Translation Date		

At the bottom left, there is a 'Reference' section with a 'Reference document' field.

Callouts: 1 points to the 'Document type' dropdown menu. 2 points to the 'Currency/rate' dropdown menu. 3 points to the user selection icon in the top left of the form area.



# FMX1 – Create Funds Reservation



The screenshot shows the SAP 'Funds reservation: Create InitScrn' screen. The document type is '11' (Funds Reservation W/O Workflow), with a document date and posting date of 03/10/2015. The company code is SC01 (State of South Carolina) and the currency is USD. A reference document field is present but empty. A yellow callout box with the text 'Funds Reservation is Posted' has a red arrow pointing to the status bar at the bottom left, which displays 'Document 4000031309 posted'. The status bar also shows 'ECS (1) 010 SAP/NAPECC03 INS'.

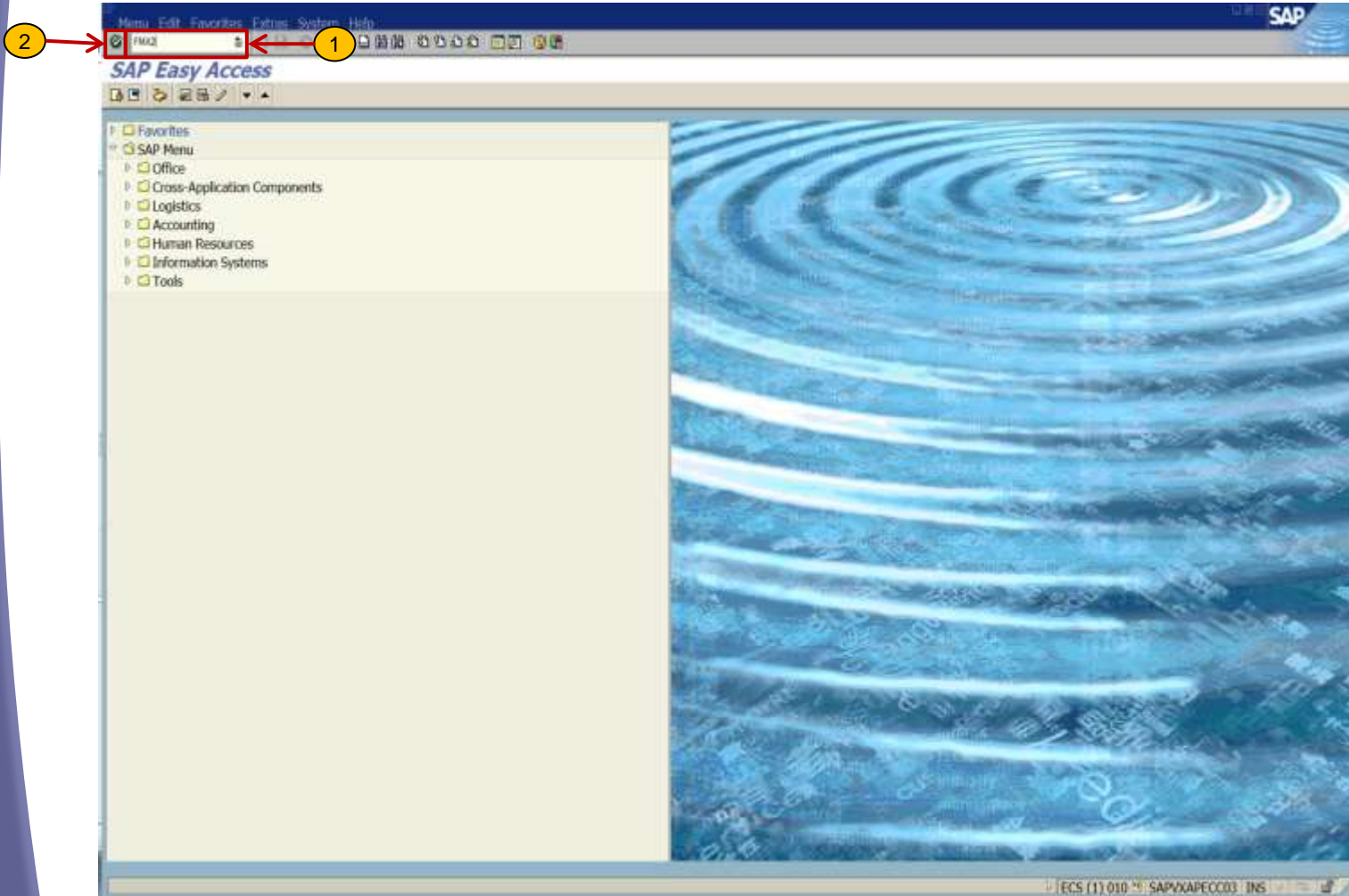
Document type	11	Funds Reservation W/O Workflow
Document Date	03/10/2015	
Posting Date	03/10/2015	
Company Code	SC01	State of South Carolina
Currency/rate	USD	
Translation Date		

Reference  
Reference document:

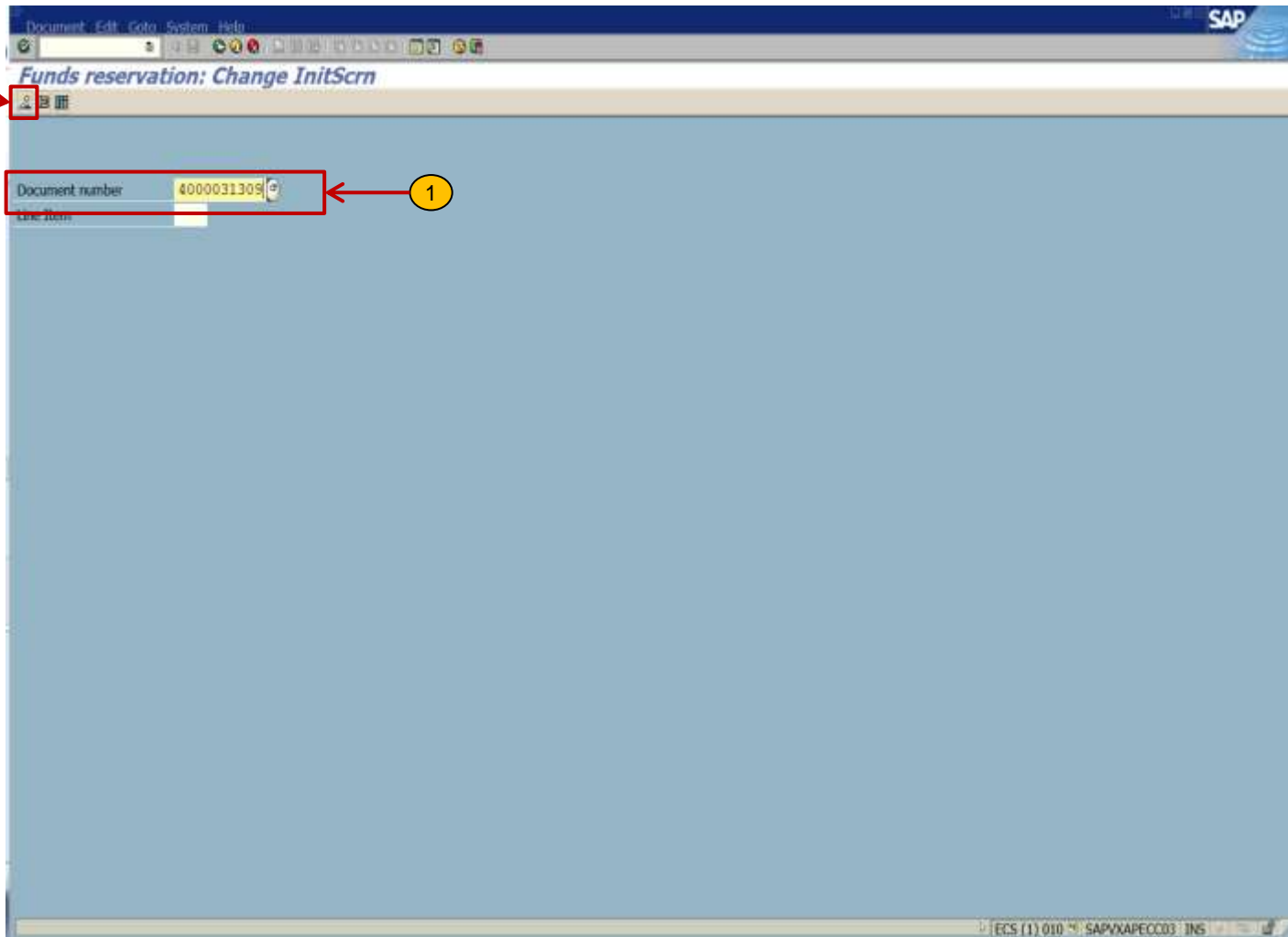
Document 4000031309 posted

ECS (1) 010 SAP/NAPECC03 INS

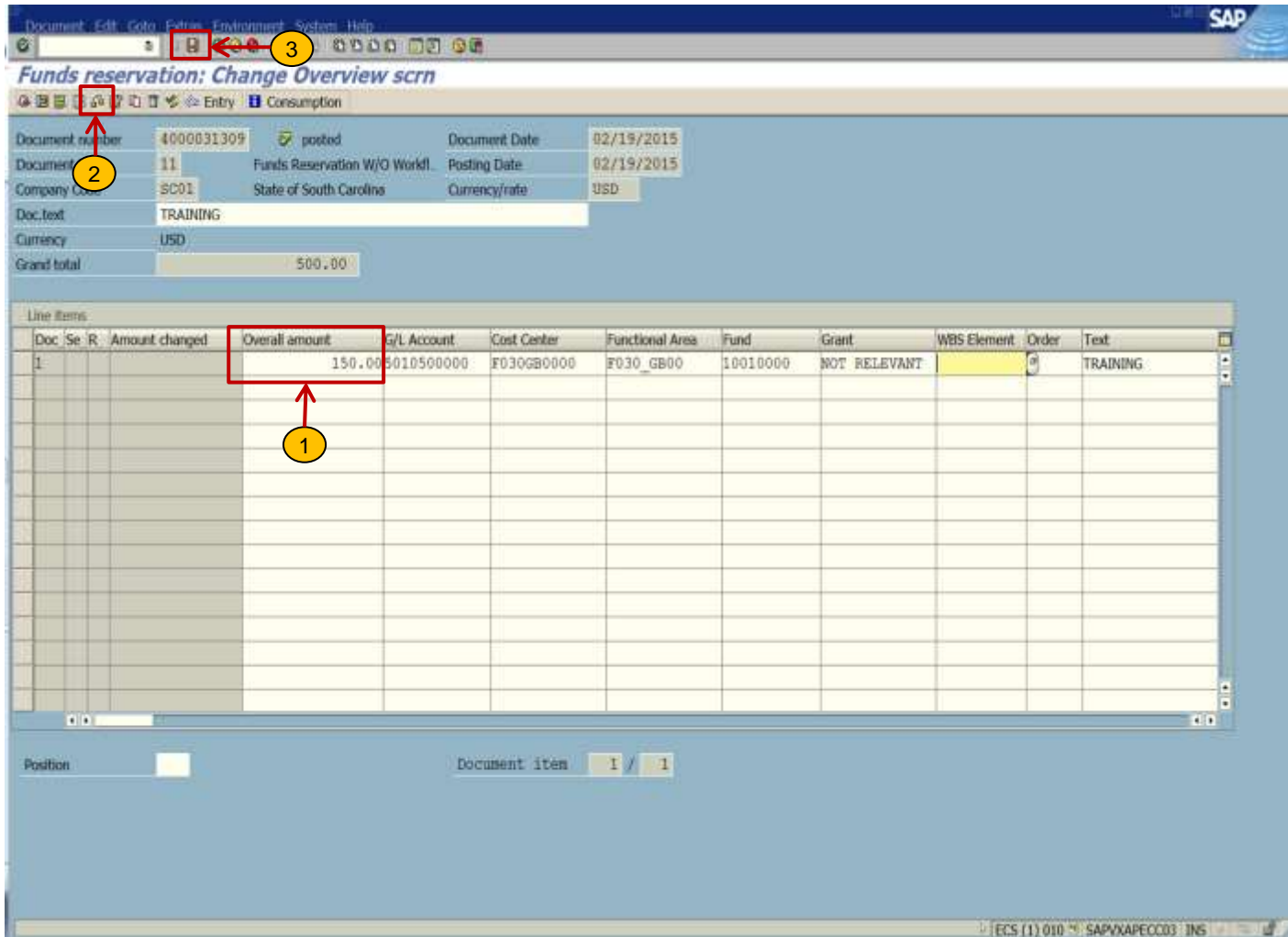
# FMX2 – Change Funds Reservation



# FMX2 – Change Funds Reservation



# FMX2 – Change Funds Reservation



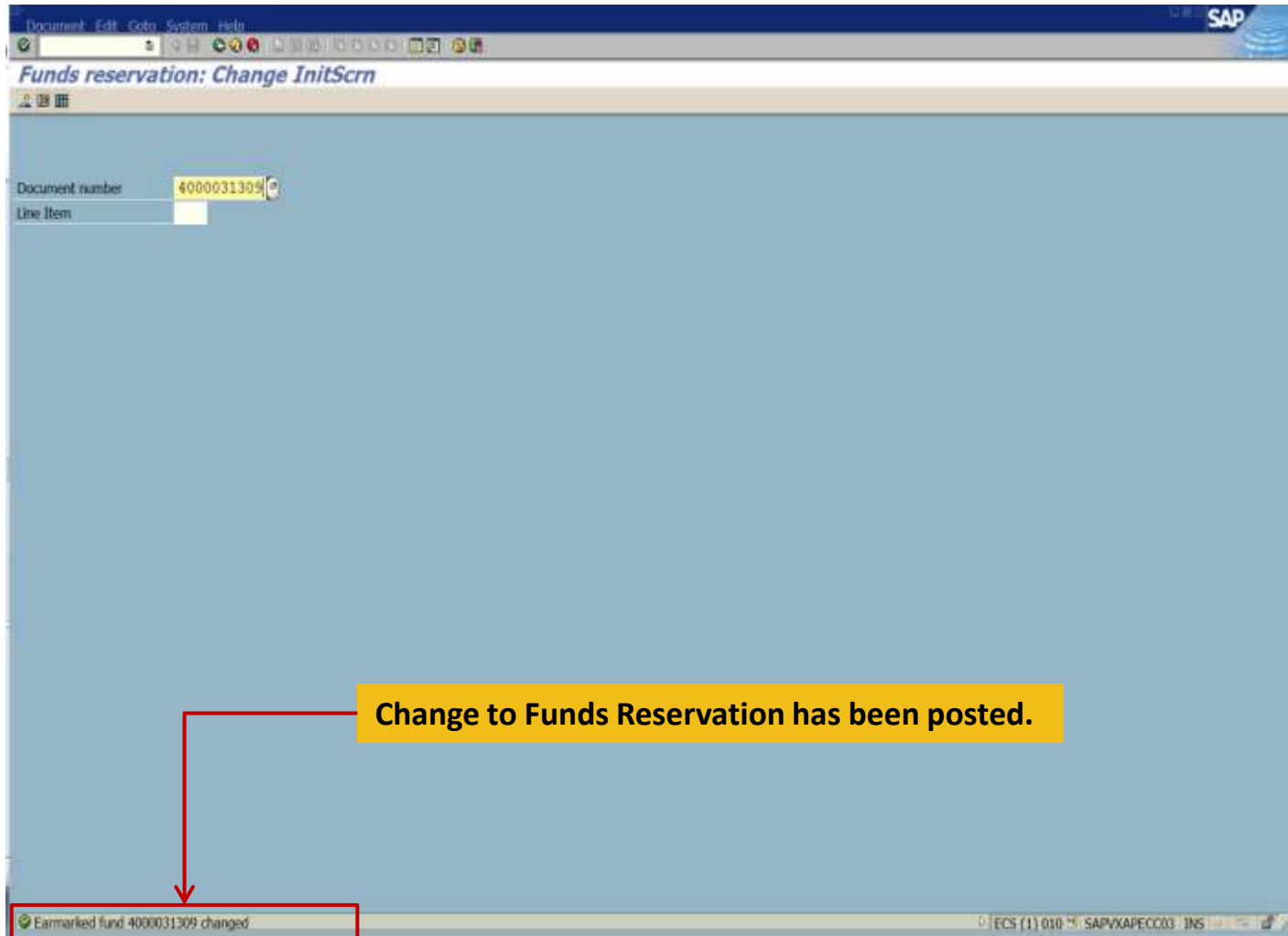
The screenshot shows the SAP 'Funds reservation: Change Overview' screen. The interface includes a menu bar at the top, a title bar, and a main data area. Three red boxes and yellow circles with numbers are used as annotations:

- Annotation 1:** A red box highlights the 'Overall amount' field in the 'Line items' table, with a yellow circle containing the number '1' and an arrow pointing to it.
- Annotation 2:** A red box highlights the 'Document' field in the header section, with a yellow circle containing the number '2' and an arrow pointing to it.
- Annotation 3:** A red box highlights the 'Save' icon in the top toolbar, with a yellow circle containing the number '3' and an arrow pointing to it.

The 'Line items' table contains the following data:

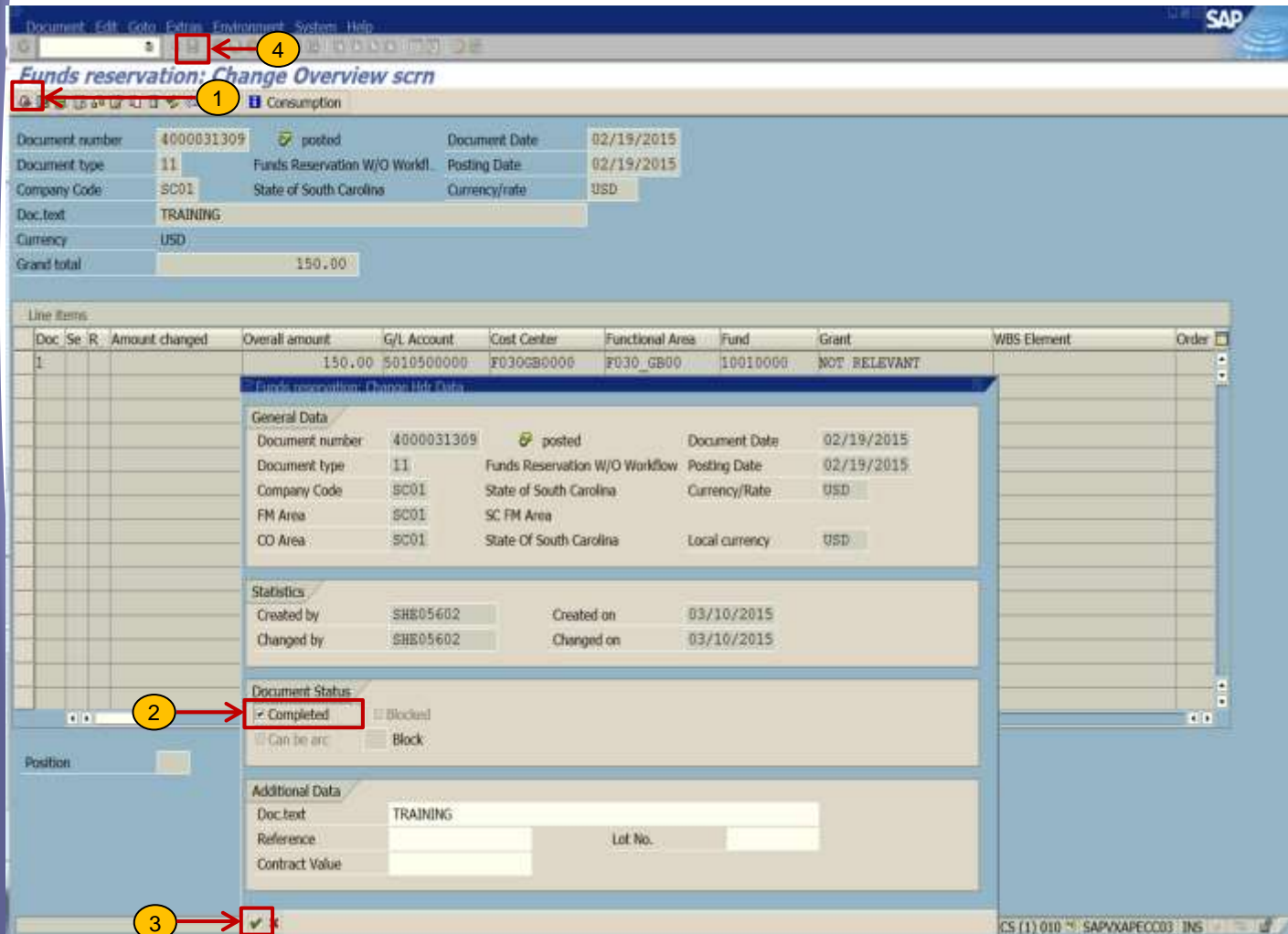
Doc. Se. R.	Amount changed	Overall amount	G/L Account	Cost Center	Functional Area	Fund	Grant	WBS Element	Order	Text
1		150.00	5010500000	F030GB0000	F030_GB00	10010000	NOT RELEVANT			TRAINING

# FMX2 – Change Funds Reservation



The screenshot shows the SAP 'Funds reservation: Change InitScr' interface. At the top, the document number '4000031309' is entered in a field. Below it, the 'Line Item' field is empty. A yellow callout box with the text 'Change to Funds Reservation has been posted.' has a red arrow pointing to a message box at the bottom left of the screen. The message box contains the text 'Earmarked fund 4000031309 changed'. The SAP status bar at the bottom right shows 'ECS (1) 010 SAPWAPECC03 INS'.

# FMX2 – Change Funds Reservation



The screenshot shows the SAP 'Funds reservation: Change Overview' screen. The document number is 4000031309, posted on 02/19/2015, with a grand total of 150.00 USD. The document is for 'TRAINING' in the 'State of South Carolina'. A table of line items shows one item with an amount of 150.00. A pop-up window displays 'Funds reservation: Change Hdr Data' with the same document details. The 'Document Status' section shows 'Completed' selected. The bottom status bar shows 'CS (1) 010 - SAP/NAPECC03: INS'.

Annotations on the screenshot:

- 1: Points to the 'Consumption' button in the top navigation bar.
- 2: Points to the 'Completed' checkbox in the 'Document Status' section.
- 3: Points to the 'Save' button in the bottom right corner.
- 4: Points to the 'Back' button in the top navigation bar.



# FMX2 – Change Funds Reservation



The screenshot shows the SAP 'Funds reservation: Change InitScr' interface. The 'Document number' field is highlighted in yellow and contains the value '4000031309'. Below it, the 'Line Item' field is empty. At the bottom of the screen, a status bar displays the message 'Earmarked fund 4000031309 changed', which is enclosed in a red rectangular box. A red arrow points from a yellow callout box to this status message.

Document number 4000031309

Line Item

**Change to Funds Reservation has been posted.**

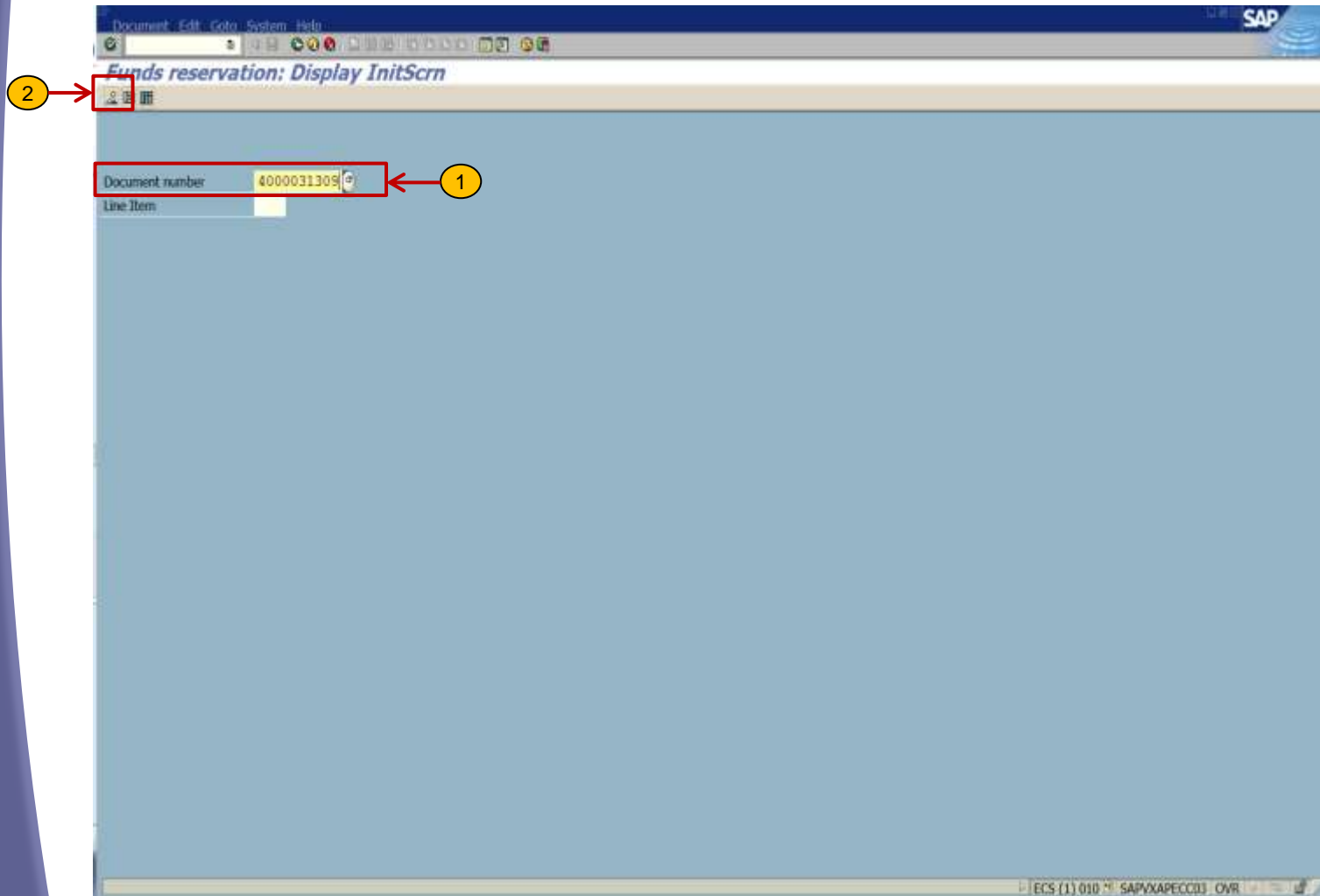
Earmarked fund 4000031309 changed

ECS (1) 010 SAPVXAPECC03 INS

# FMX3 - Display Funds Reservation



# FMX3 - Display Funds Reservation





# FMX3 - Display Funds Reservation

SAP

Earmarked Funds: Display Consumption History

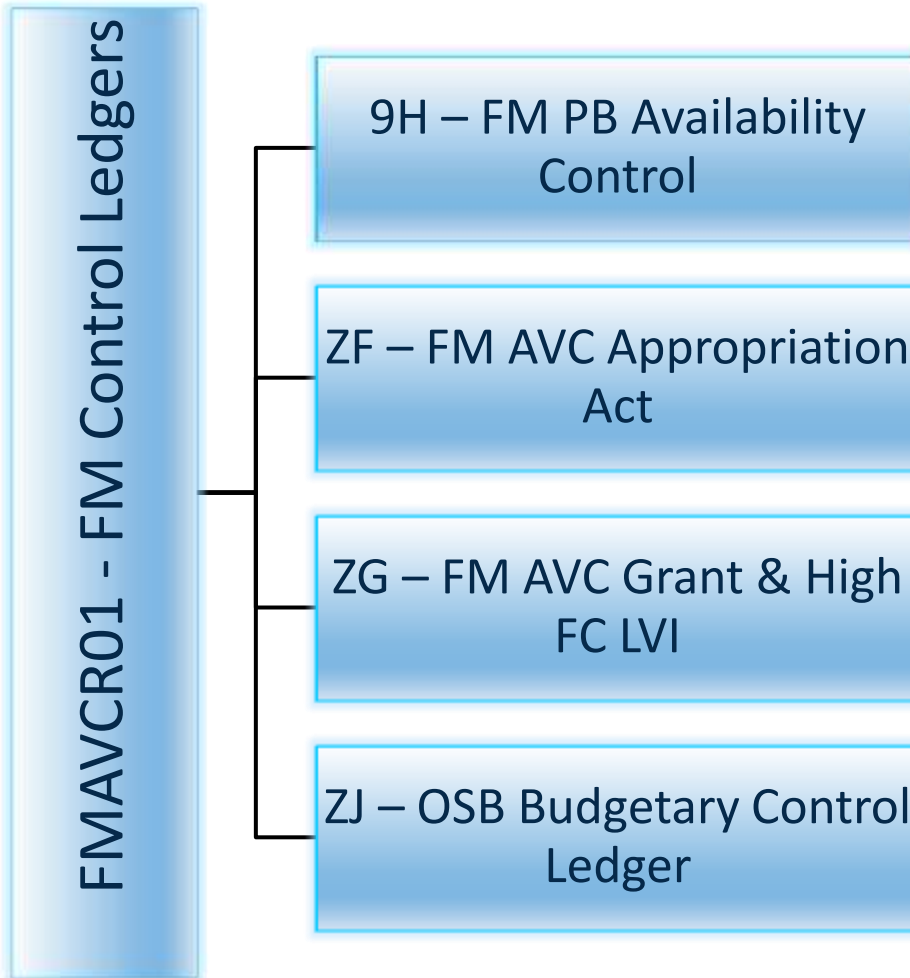
Doc. No.	Item	Transaction	Refere...	Consumptn/Crcy	Consumptn	LCurr	Not relev.	Not relev.	Delete Date	Doc. Date	Text	Revaluatns	Status	statist.
4000031309	1	Receipt amt		150.00 USD	150.00 USD		0.00	0.00						
		Consumpt.		0.00 USD	0.00 USD		0.00	0.00						
		Set "complete"		150.00 USD	150.00 USD		0.00	0.00	03/10/2015					
		Open amount		0.00 USD	0.00 USD		0.00	0.00						

ECS (1) 010 SAPVXAPECC03 OVR



# LESSON 5: BUDGET ERROR MESSAGES

# Funds Management- Budget Error Messages

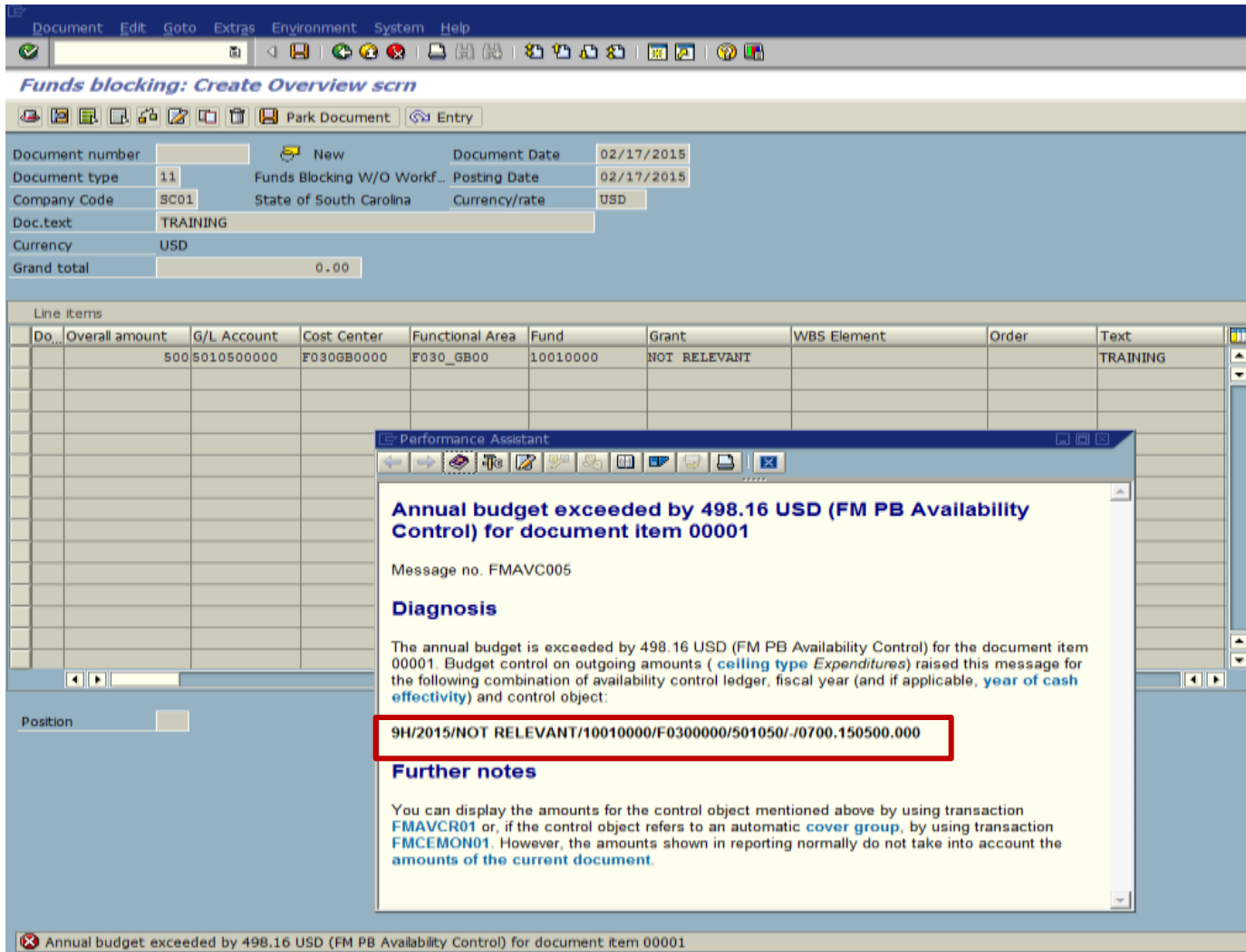


**Use transaction  
FMAVCR01 to  
locate the origin  
of budget errors  
when posting  
transactions or  
encumbrances.**





# FM Budget Error—9H Ledger



The screenshot displays a financial software window titled "Funds blocking: Create Overview scrn". The window includes a menu bar (Document, Edit, Goto, Extras, Environment, System, Help) and a toolbar. Below the toolbar, there are input fields for document details:

Document number	<input type="text"/>	New	Document Date	02/17/2015
Document type	11	Funds Blocking W/O Workf...	Posting Date	02/17/2015
Company Code	SC01	State of South Carolina	Currency/rate	USD
Doc.text	TRAINING			
Currency	USD			
Grand total	0.00			

Below the input fields is a "Line items" table:

Do...	Overall amount	G/L Account	Cost Center	Functional Area	Fund	Grant	WBS Element	Order	Text
	500	5010500000	F030GB0000	F030_GB00	10010000	NOT RELEVANT			TRAINING

An error message dialog box titled "Performance Assistant" is overlaid on the table. The message reads:

**Annual budget exceeded by 498.16 USD (FM PB Availability Control) for document item 00001**

Message no. FMAVC005

**Diagnosis**

The annual budget is exceeded by 498.16 USD (FM PB Availability Control) for the document item 00001. Budget control on outgoing amounts ( **celling type** *Expenditures*) raised this message for the following combination of availability control ledger, fiscal year (and if applicable, **year of cash effectivity**) and control object:

**9H/2015/NOT RELEVANT/10010000/F0300000/501050/-/0700.150500.000**

**Further notes**

You can display the amounts for the control object mentioned above by using transaction **FMAVCR01** or, if the control object refers to an automatic **cover group**, by using transaction **FMCEMON01**. However, the amounts shown in reporting normally do not take into account the amounts of the current document.

At the bottom of the main window, a status bar displays the error message: "Annual budget exceeded by 498.16 USD (FM PB Availability Control) for document item 00001".

# FM Budget Error—9H Ledger



- If you receive an error while processing a transaction, the information from the error message will provide the availability control ledger, fiscal year and control object. Use this information to run the FMAVCR01 report.

**Error message from transaction:**

**9H/2015/NOT RELEVANT/10010000/F0300000/501050/./0700.150500.000**

# FM Budget Error—9H Ledger



## Error message from transaction:

**9H/2015/NOT RELEVANT/10010000/F0300000/501050/./0700.150500.000**

Ledger:	• 9H
Fiscal Year:	• 2015
Grant:	• Not Relevant
Fund:	• 10010000
Fund Center:	• <b><u>F030</u></b> * (All F030 Fund Centers)
Commitment Item:	• 501050 or 5* (All expenditures)
State Funded Program:	• 0700.150500.000

# FM Budget Error—ZF Ledger



## Error message from transaction:

**ZF/2013/ ./30000000/F0300000/500000/-/0700.051000.000**

Ledger:	• ZF
Fiscal Year:	• 2013
Grant:	
Fund:	• <u>3</u> * for all 3 Funds
Fund Center:	• <u>F030</u> * (All F030 Fund Centers)
Commitment Item:	• <u>5</u> * (All expenditures)
State Funded Program:	• 0700.051000.000

# FM Budget Error—ZG Ledger



## Error message from transaction:

ZG/2013/B0401CIPT012/B0400000/500000/-/

Ledger:	• ZG
Fiscal Year:	• 2013
Grant:	• B0401CIPT012
Fund:	
Fund Center:	• <u>B040*</u> (All B040 Fund Centers)
Commitment Item:	• <u>or 5*</u> (All expenditures)
State Funded Program:	

# FM Budget Error—ZJ Ledger



## Error message from transaction:

ZJ/2013/-/-/K0500000/900000/-/-

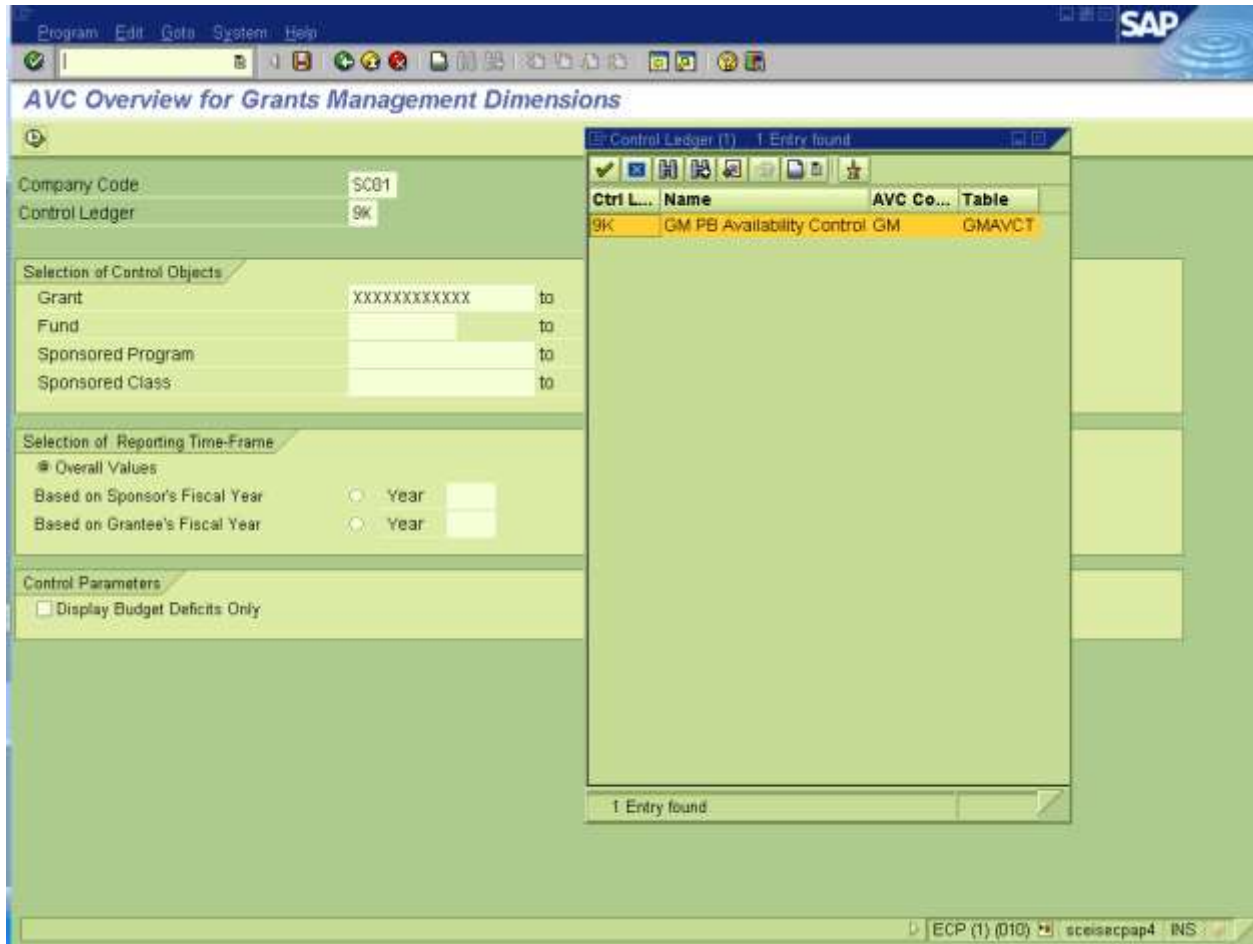
Ledger:	• ZJ
Fiscal Year:	• 2013
Grant:	
Fund:	
Fund Center:	• <u>K050*</u> (All K050 Fund Centers)
Commitment Item:	
State Funded Program:	

# GM Budget Error – 9K Ledger



- ① Annual budget exceeded by 2,750.00 USD (GM PB Availability Control) for document item 00001
- ① 9K@R3601FEMA010/50550000/-/010
- ① Check error at grant report ZGMAVCOVRW
- ① Enter 9K control ledger and grant # on report, and then execute

# 9K Ledger—ZGMAVCOVRW Report



The screenshot shows the SAP interface for the 'AVC Overview for Grants Management Dimensions' report. The main window is titled 'AVC Overview for Grants Management Dimensions' and contains several input fields and sections:

- Company Code:** SC01
- Control Ledger:** 9K
- Selection of Control Objects:**
  - Grant: XXXXXXXXXXXX to
  - Fund: to
  - Sponsored Program: to
  - Sponsored Class: to
- Selection of Reporting Time-Frame:**
  - Overall Values:
  - Based on Sponsor's Fiscal Year:  Year
  - Based on Grantee's Fiscal Year:  Year
- Control Parameters:**
  - Display Budget Deficits Only:

A pop-up window titled 'Control Ledger (1) 1 Entry found' is overlaid on the right side of the screen. It displays a table with the following data:

Ctrl L...	Name	AVC Co...	Table
9K	GM PB Availability Control	GM	GMAVCT

The status bar at the bottom of the window shows 'ECP (1) (010)' and 'sceisacpap4 INS'.



# Next Steps

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- ➊ Additional support and reference materials
  - You can access additional support and print step-by-step procedures on the SCEIS uPerform website.