

Estimated GL Account Balance

Table of Contents

Estimated GL Account Balance	1
Report Overview	2
Data Constraints	2
Report Criteria	2
Report Description.....	4
Prior Month columns	4
As-Of Month columns.....	5
Sort/Organization	5

Table of Figures/Screenshots

1 - Prompts	2
2 – Estimated GL Account Balance Report	4

Report Overview

The Estimated GL Account Balance Report provides an overview of active Fund 20 GL accounts (generally grants or contracts). It displays the award balance at the end of two months prior, any activity for the prior month, including advances and encumbrances and estimated Facilities and Administration (F&A) Costs, and activity for the current month. Lastly, it displays an estimated award balance based on activity, advances, encumbrances, and F&A.

This report is designed to be run mid-month to provide an estimated balance as of the date it is run for.

Data Constraints

This report is available only for active Fund 20 accounts. These represent grants, contracts, and other externally funded sponsored projects that are administered by UEI. It will not display closed accounts and optionally accounts with no remaining funds to be expended.

Report Criteria

CDD 7i Report Criteria Prompts - Windows Internet Explo...

Estimated GL Account Balance (Fund 20) / p1

Report As-Of Date: 5/20/2009

College(s): *

Department/Center and Institute(s): *

GL Account(s): *

Exclude Accounts with Zero Balance and No Activity (Y/N): Y

Help Submit

Done Trusted sites 100%

1 - Prompts

- Report As-Of Date: The date to show activity through. The report will display a message if a month is not yet closed.
- College(s): Enter the 3 digit UEI code(s) for the college or organizational unit, or choose from the pick list (⋮).
 - 021 – Arts & Letters
 - 023 – Natural Sciences & Mathematics
 - 025 – Social Sciences & Interdisciplinary Studies
 - 030 – Business Administration
 - 040 – Education
 - 050 – Engineering & Computer Science
 - 060 – Health & Human Services
 - 070 – Academic Affairs
 - 071 – Continuing Education

- Department/Centers and Institute(s): To specify the department, center, institute, or division. These are in order by college, with the first three digits corresponding to the college code. Alternatively, use the pick list (⋮).
- GL Account(s): Enter the 6 digit UEI account number(s) to display, or choose from the pick list by clicking ⋮. The list is organized sequentially by account number.
- Exclude Accounts with Zero Balances and No Activity: This option will remove accounts from the report that have no funds remaining and did not have any activity for the current or prior month.

Report Detail

California State University, Sacramento/University Enterprises, Inc.
 Research Administration and Contract Administration
Estimated GL Account Balance
Grant and Contract Activity (Fund 20)
 as of: 5/20/2009
 Excluding Accounts with Zero Balances/Activity

① Account	② Title /Funding Agency/Director	③ Start Date End Date	④ F&A Rate F&A Basis	⑤ Total Budget	⑥ Mar 2009 Award Balance	Apr 2009		May 2009		Est. Award Balance		
						⑦ Advances Encum	⑧ Revenue Expense	⑨ Actual F&A	⑩ Advances Encum		⑪ Revenue Expense	⑫ Est. F&A
Arts & Letters												
Comm Studies/Journalism												
514721	Brokers of Expertise-Hewlett William & Flora Hewlett Fnd O'Connor, Barbara	03/27/2008 03/26/2010	0.100000 MTDC	850,000	741,380	n/a	0	1,104	0	0	14,860	565,780
510531	Stormwater Outreach Analysis Sacramento County O'Connor, Barbara	02/23/2009 12/61/2009	0.150000 MTDC	2,500	2,500	n/a	0	0	0	0	0	2,500
514271	Achieving Peak Performances Integrated Waste Mgmt Board Stoner, Mark	01/02/2008 06/00/2009	0.250000 MTDC	20,271	551	n/a	0	0	0	0	0	551
Foreign Languages												
510971	Cap.FLP-Federal NCLB3 UC Regents Eberhart, Carol	02/01/2006 07/01/2007	0.080000 MTDC	45,800	1	n/a	0	0	0	0	0	1
510981	Cap.FLP - State Funds UC Regents Masuyama, Kazuo	07/01/2005 06/00/2009	0.050000 MTDC	121,799	20,411	n/a	0	324	0	0	21	13,164
515941	Cap.FLP-Federal NCLB5 UC Regents Masuyama, K/Brown, C/Aanphere, C	07/01/2008 06/00/2009	0.080000 MTDC	59,999	42,812	n/a	0	781	0	0	99	30,927

History

Active accounts only (internal).
 This report may contain confidential personal or financial information for project participants. It is for internal campus use only and not intended for distribution beyond. Please contact Research Administration at research@csus.edu or 531-237-7145 with any questions.
 Report Em.D: Russ Peterson
 5/20/2009 10:45:59
 Page 1
 Estimated GL Account Balance (Fund 20)
 Report ID: CSD_Trans_01E

2 – Estimated GL Account Balance Report

- ① GL Account: The 6 digit UEI GL account number.
- ② Title/Funding Agency/Director: The first line in this column is the title of the GL account.
The second line is the funding agency.
The third line is the Project Director(s) named for the project.
- ③ Start Date/End Date: The first line is the start date of the GL account
The second line is the end date.
- ④ F&A Rate/F&A Base: The first line is the Facilities and Administration Rate for the account expressed as a decimal.
The second line shows the base used to determine the F&A amount. (TDC=Total Direct Costs, MTDC=Modified Total Direct Costs)
- ⑤ Total Budget: The award amount for the GL account.
- ⑥ Month Award Balance: The remaining funds available for expenditure at the end of the month specified. This is two months prior to the report as-of date.

Prior Month columns

Columns 7, 8 and 9 are for the month prior to the report as-of date. If the month is closed, then these amounts are finalized and not subject to change. If the month is still open, then the amounts are still subject to change.

- ⑦ Advances/Encumbrances: The first line in this column represents outstanding advances as of the end of the month displayed above.

The second line represents outstanding encumbrances as of the end of the month displayed above.

If the month is closed, there will be no outstanding advances or encumbrances for the month as they will have transferred to the next month, and this column will display n/a for not applicable.

⑧ Revenue/Expense

The first line in this column is the revenue earned, if allowed, during the month displayed above.

The second line is the expenses incurred for the month.

⑨ *Actual/Est.* F&A

If the month is closed, this column displays actual F&A costs for the month. If the month is not closed, this column displays estimated F&A costs for the month. The estimated F&A is calculated by multiplying the outstanding advances, outstanding encumbrances, and expenses for the month by the F&A rate. If the base is MTDC, this may result in an over estimation of F&A costs.

As-Of Month columns

Columns 10, 11 and 12 are for the month's report as-of date, and correspond to columns 7, 8 and 9 in all other ways.

⑬ Estimated Award Balance

The estimated award balance is calculated by subtracting all outstanding advances, outstanding encumbrances, expenses and F&A from the award balance, and adding any revenue.

Sort/Organization

This reports sorts first by College/unit, then department/division, then project director, and lastly by GL account.