

How to Run the Budget Balance Parent & Child Account data reports.

TU_BC_DEPTCC_BUDGET_BAL_CHILD_ACCT

TU_BC_DEPTCC_BUDGET_BAL_PARENT_ACCT

These two reports are used to pull budget balance data into downloadable and filterable data files for Parent or Child level accounts for a cost center(s) or for division/organizational level.

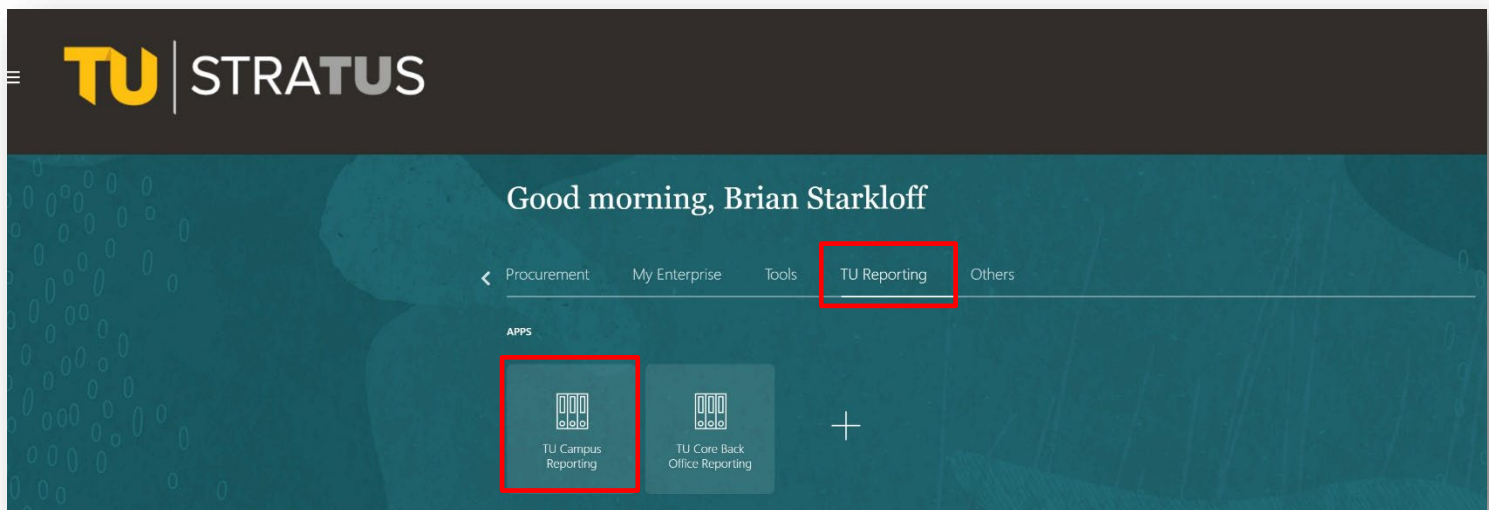
Parent Account = Sum of child accounts where budget checking is done. (Operating, Salary etc)

Child Account = Detailed account under a parent (609003 Office Supplies etc)

These reports are for department cost centers only.

Grants and Project Cost center versions will be coming soon.

Note: Navigate to TU Reporting, then select the TU Campus Reporting app.



Select Department Budget Balance Child or Parent report

Reporting Dashboard

Budget Summary Reports

Cost Center Reports (Formatted Report)

Multiple Cost center prompts separated with commas (,)

Dept Cost Center Budget Summary by Account

Dept Cost Center Budget Summary by Parent Account

Grant Cost Center Budget Summary by Account through FY26

Grant Cost Center Budget Summary by Account through FY25

Grant Cost Center Budget Summary by Account through FY24

Grant Cost Center Budget Summary by Account through FY26

Grant Cost Center Budget Summary by Parent Account through FY25

Grant Cost Center Budget Summary by Parent Account through FY24

Project Cost Center Budget Summary by Account through FY26

Project Cost Center Budget Summary by Parent Account through FY25

Project Cost Center Budget Summary by Account through FY24

Project Cost Center Budget Summary by Parent Account through FY26

Project Cost Center Budget Summary by Parent Account through FY25

Project Cost Center Budget Summary by Parent Account through FY24

Dept Budget Balance Reports (Data Exports)

Multiple Cost center prompts separated with a semi colon (;)

Department Budget Balance Child Account Report

Department Budget Balance Parent Account Report

Divisional Summary Rollups

Divisional Summary Rollups

Divisional Self Support Fund Detailed Summary (NAT)

Divisional Self Support Parent Budget Summary

Divisional State Fund Detailed Summary (NAT)

Divisional State Fund Parent Budget Summary

Divisional Agency Fund Detailed Summary (NAT)

Divisional Agency Fund Parent Budget Summary

Divisional Auxiliary Fund Detailed Summary (NAT)

Divisional Auxiliary Fund Parent Budget Summary

Divisional Grants Fund Detailed Summary (NAT) through FY26

Divisional Grants Fund Detailed Summary (NAT) through FY25

Divisional Grants Fund Detailed Summary (NAT) through FY24

Divisional Grants Fund Parent Budget Summary through FY26

Divisional Grants Fund Parent Budget Summary through FY25

Divisional Grants Fund Parent Budget Summary through FY24

Divisional Grants Fund Parent Budget Summary through FY23

Account Summary by Div and Cost Center Rollups

Account Summary by Div and Dept Cost Center

Account Summary by Div and Grant Cost Center

Account Summary by Div and Grant Cost Center LTD

Account Summary by Div and Project Cost Center

Account Summary by Div and Project Cost Center LTD

Transaction Details Reports

Pcard Expense Reports

Multiple Cost center prompts separated with a semi colon (;)

Pcard Expense Report Completed

Pcard Expense Report Pending

Pcard not on Expense report

Travel Expense Reports

Multiple Cost center prompts separated with a semi colon (;)

Travel Expense Report Completed

Travel Expense Report Pending

TU Travel Mileage Report

TU Travel Authorization Campus Version

General Transaction Reports

Multiple Cost center prompts separated with a semi colon (;)

Revenue Expenses All Transactional Details Report

Revenue Expense Summary Transaction

Invoices Pending Report

Invoice Expense List Report

Budget Adjustments Report

Transactional Reports Dashboard

AP Invoice Account Coding Approval Status Report

Requisition/PO Reporting

Multiple Cost center prompts separated with a semi colon (;)

PO Listing Report

Requisition Purchase Order Listing

Requisitions listing campus report

Requisitions not on PO (All statuses campus)

Requisitions not on PO Workflow

Preview Draft Requisitions

Foundation Reimbursement

Foundation Payroll Reimbursement Report

Foundation Operation Reimbursement Report

Student Financials

Student Financials Details by Cost Center

Fund Balance Reports

Multiple Source code prompts separated with commas (,)

Fund Balance by Source Code

Campus OSPR_Business & Public Engagement Grant Reporting

Multiple Cost center prompts separated with a semi colon (;)

*Separated with comma

Grant Balances for closing Grant

Grant Budget Journal Listing

Grant Cost Center FY BDGT Bal by Acct

Grant Cost Center FY Expense BDGT Bal

Grant Cost Center Listing

Grant Cost Center PTD BDGT Bal by Acct

Grant Cost Center PTD BDGT Bal by Parent Acct

Grant Cost Center PTD BDGT Bal NoAcct

Grant Rev & Exp Journal by Cost Center Range

Grants Expense summary with budget revisions (Year)

Grant Cost Center Summary P Report PriorYr *

COA Reports (Data Exports)

Cost Center Report-Campus

Natural Account Report-Campus

Initiative Report

Source Report Campus

Accounts Receivable

TU AR Memo Lines by Department

TU Customer Details Report

AR Transaction Detail

AR Find Unapplied Payments Report

AR Transaction Balance with DD by Customer

AR Transaction Balance with DD by Transaction Source

AR Transaction Balance with DD BPE

Payroll

STRATUS DPR

Campus Divisional Budget Officers

Facilities Management

Multiple Cost centers separated with a comma (,)

Project Cost Center Summary P Report PriorYr

Fund Balance by Self/Aux Source Reports

*Has additional Subdivision prompt

Fund Balance by Self/Aux Source Division 01

Fund Balance by Self/Aux Source Division 02*

Fund Balance by Self/Aux Source Division 03

Fund Balance by Self/Aux Source Division 04*

Fund Balance by Self/Aux Source Division 05*

Fund Balance by Self/Aux Source Division 06

Fund Balance by Self/Aux Source Division 08

Fund Balance by Self/Aux Source Division 09

Fund Balance by Self/Aux Source Division 10

Fund Balance by Self/Aux Source Division 13*

Fund Balance by Self/Aux Source Division 15

Campus Inventory Coordinator

FA Active Asset Detail Campus Version Report

FA Retired Asset Detail CampusVersion Report

BPA Committee

AP Invoice Account Coding Approval Status Report

Parent Budget vs Actual By Cost Center and Div

Accounts Payable Turnover Metric Summary report

Accounts Payable Turnover Metric detailed report

Expense report Turnover rate metric report

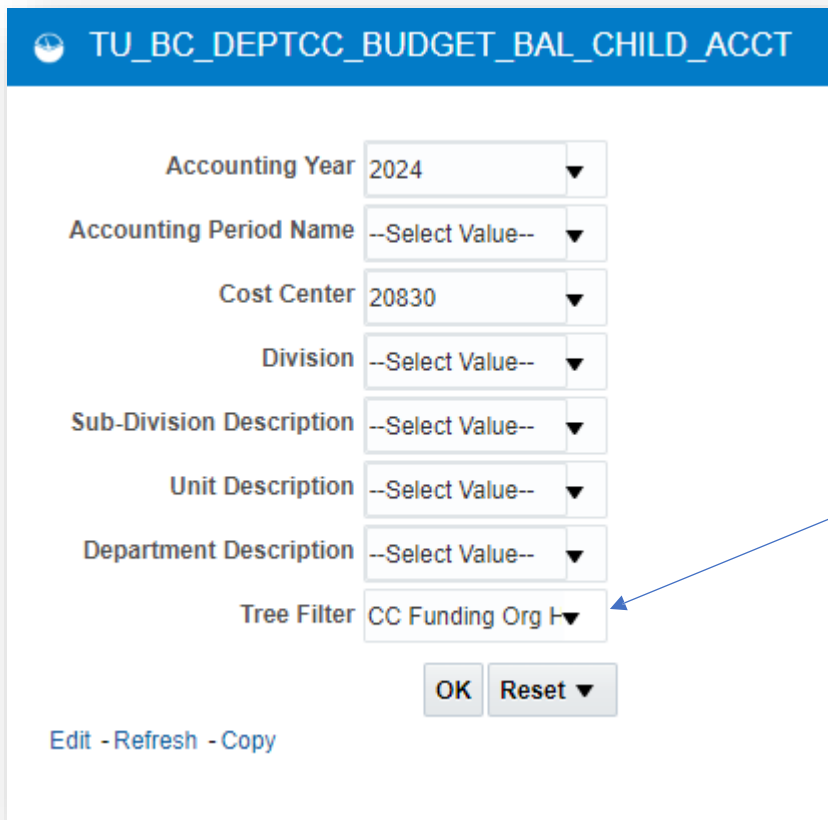
3/2024

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Here you will enter your parameters:

- The default accounting year(Fiscal Year) will be selected. You can choose to run a previous year from the drop-down menu.
- You can type in your cost center or select from drop down. You can enter multiple Cost centers by separating them by a ; (i.e. 20830;18930)
- If you want to run the report by Division, Sub-division, Unit, and/or Department, **leave cost center blank** and choose from the drop down menu(s)

When you are finished selecting your parameters, click OK



The screenshot shows a web form titled "TU_BC_DEPTCC_BUDGET_BAL_CHILD_ACCT". It contains several dropdown menus for parameter selection:

- Accounting Year: 2024
- Accounting Period Name: --Select Value--
- Cost Center: 20830
- Division: --Select Value--
- Sub-Division Description: --Select Value--
- Unit Description: --Select Value--
- Department Description: --Select Value--
- Tree Filter: CC Funding Org I

At the bottom, there are "OK" and "Reset" buttons, and a link "Edit - Refresh - Copy".

Leave the Tree Filter default. Please do not try to change.

The report will generate:

TU_BC_DEPTCC_BUDGET_BAL_CHILD_ACCT																			
Accounting Year	Accounting Period Name	Source	Source Description	Cost Center	Cost Center Description	Account	Account Description	Revised Budget	FYTD Actual	Commitment	Obligation	Available Balance	Division	Division Description	Sub-Division	Sub-Division Description	Unit	Unit Description	Department
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501013	Staff Exempt	865,429	0	0	0	865,429	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE	UFPA1	Financial Planning, Analysis & Auxiliary Unit-STATE	DFST1
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501113	Social Security Contribution	67,936.18	0	0	0	67,936.18	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE	UFPA1	Financial Planning, Analysis & Auxiliary Unit-STATE	DFST1
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501114	Unemployment Compensation	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE	UFPA1	Financial Planning, Analysis & Auxiliary Unit-STATE	DFST1
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501117	Health Insurance	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE	UFPA1	Financial Planning, Analysis & Auxiliary Unit-STATE	DFST1
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501121	Retirees Health Ins Surcharge	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE	UFPA1	Financial Planning, Analysis & Auxiliary Unit-STATE	DFST1
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501211	Employee Pension System	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE	UFPA1	Financial Planning, Analysis & Auxiliary Unit-STATE	DFST1

To download to Excel, scroll down to the bottom of the page and select Export, Formatted, Excel.

2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	611221	Equipment IT-Admin Non Teaching New	2,500	0	0	0
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	613220	Membership & Association Fees	0	0	0	0
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	613410	Software Licences	1,000	0	0	0

PDF

Excel

Powerpoint

Web Archive

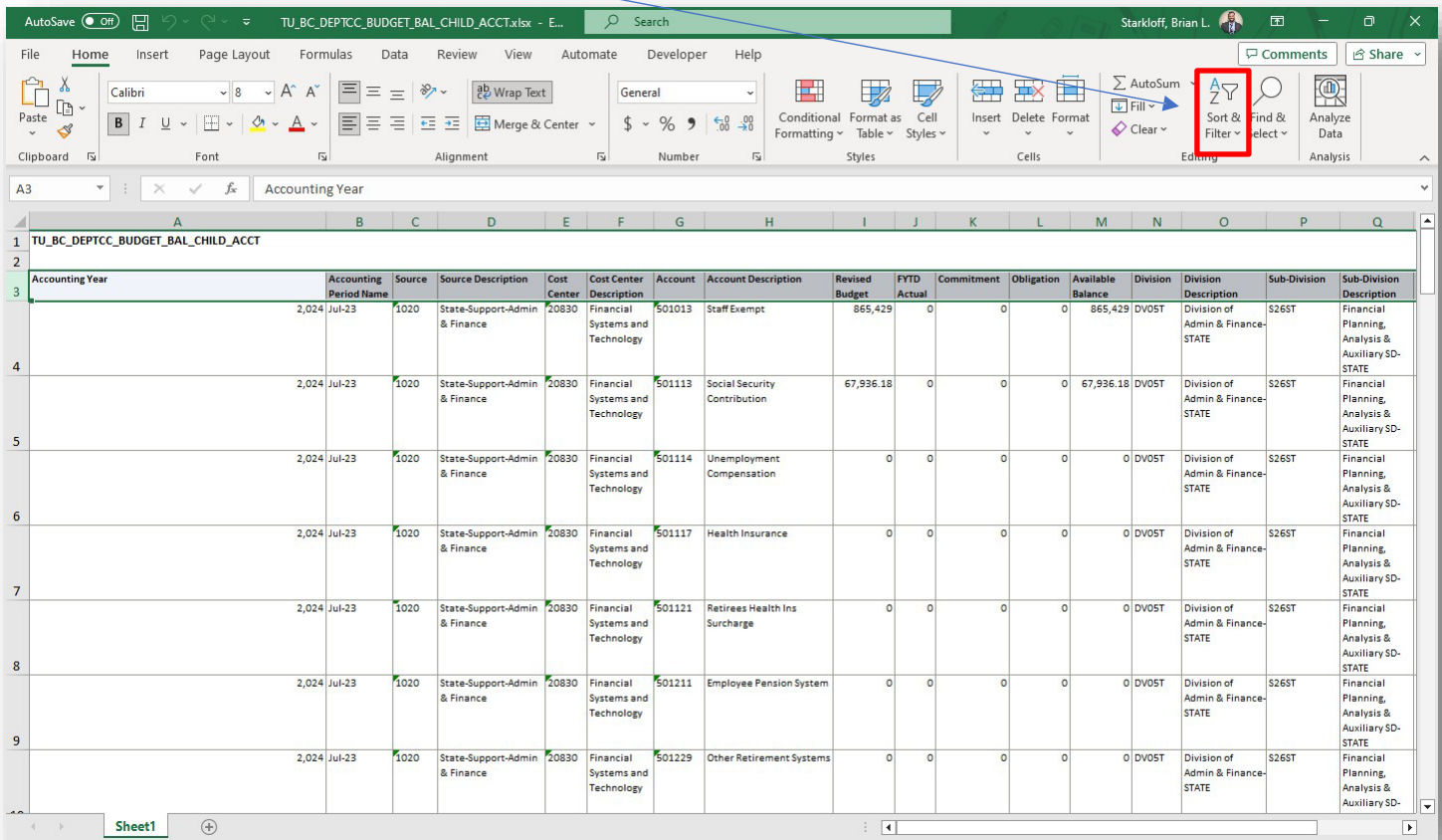
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Data

Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

Rows 1 - 30

In excel, you can turn filters here



Accounting Year	Accounting Period Name	Source	Source Description	Cost Center	Cost Center Description	Account	Account Description	Revised Budget	FYTD Actual	Commitment	Obligation	Available Balance	Division	Division Description	Sub-Division	Sub-Division Description
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501013	Staff Exempt	865,429	0	0	0	865,429	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501113	Social Security Contribution	67,936.18	0	0	0	67,936.18	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501114	Unemployment Compensation	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501117	Health Insurance	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501211	Retirees Health Ins Surcharge	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501211	Employee Pension System	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE
2,024	Jul-23	1020	State-Support-Admin & Finance	20830	Financial Systems and Technology	501229	Other Retirement Systems	0	0	0	0	0	DV05T	Division of Admin & Finance-STATE	S26ST	Financial Planning, Analysis & Auxiliary SD-STATE

NOTE: The Child account data that is downloaded should match to the same data on your DAT summary reports and the Parent Account data should match to the same columns on your DPL parent summary reports if using cost center parameter. If utilizing the Divisional options, it should tie to the corresponding NAT or NPL reports.