

AggieBudget User Group Meeting

Commitments and Planned Use of Carryforward

Today's Talking Points

- How to record funding commitments within AggieBudget
- How to record planned use of carryforward within AggieBudget

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Recording Funding Commitments

Step #1: Pick an account

Step #2: Pick a **sources** Budget Group. These are your options:

- Base Budget
- Budget Transfers In – Prof. School Tuition
- Budget Transfers In
- Budget Transfers Out
- Income
- Pass-Through Income
- Assessment-Exempt Income
- NUD-Exempt Income
- Campus Income Assessment
- Non-University Differential Assessment
- Common Goods Income Assessment
- Recharge
- Pass-Through Recharge
- Campus Recharge Assessment

Step #3: Select Commitment Type

- ACCD Commitments
- Bridge Funding (support between research grants)
- Capital Project
- Chair Research
- Contract Employee
- Endowed Chairs
- Equipment
- Faculty Research
- Fellowships
- Graduate Programs/Support
- Maintenance/Repair of Equipment (and/or other assets)
- Matching Commitments
- Operational Projects
- Renovation
- Retention Funding for Faculty
- Staff Training
- Staff-Salaries and Benefits (one-time funding)
- Start-up Funding for Faculty Recruitment
- Undergraduate Instruction
- All Others

Recording Funding Commitments

Step #4: Enter Your Description

Step #5: Funding Type

- Carry Forward - COBL
- Carry Forward - KOBL
- Annual Operating Funds
- Central Funding
- Within Unit Transfer
- Between Unit Transfer
- Other

FAQ: What's the difference between Within Unit Transfer vs. Between Unit Transfer?

Step #6: Enter the commitment amount by year. The out years will automatically roll forward when next year comes.

Recording Funding Commitments

Example #1: Campus provides one-time seed funding to support a program director's salary & benefits. The Dean's or VC's Office then transfers the funding to the Department.

What's happening here?

Central Campus -> Dean's or VC's Office -> Department

	Budget Group	Commitment Type	Desc	Funding Type	FY1819
IN THE CAMPUS PLAN FILE	Budget Transfer Out	Staff-Salaries and Benefits (one-time funding)	Example #1: Campus provides one-time seed funding to support a program director's salary & benefits. The Dean's or VC's Office then transfers the funding to the Department.	Central Funding	\$ (150,000)
IN THE DEAN'S OFFICE PLAN FILE	Budget Transfer In	Staff-Salaries and Benefits (one-time funding)	Example #1: Campus provides one-time seed funding to support a program director's salary & benefits. The Dean's or VC's Office then transfers the funding to the Department.	Central Funding	\$ 150,000
	Budget Transfer Out	Staff-Salaries and Benefits (one-time funding)	Example #1: Campus provides one-time seed funding to support a program director's salary & benefits. The Dean's or VC's Office then transfers the funding to the Department.	Central Funding	\$ (150,000)
IN THE DEPARTMENT PLAN FILE	Budget Transfer In	Staff-Salaries and Benefits (one-time funding)	Example #1: Campus provides one-time seed funding to support a program director's salary & benefits. The Dean's or VC's Office then transfers the funding to the Department.	Central Funding	\$ 150,000

Recording Funding Commitments

Example #2: Unit provides a share of startup funding to faculty member's account, \$100,000 over the next 5 years.

What's happening here?

Department -> faculty account

	Budget Group	Commitment Type	Desc	Funding Type	Amount				
					FY1819	FY1920	FY2021	FY2122	FY2223
IN THE DEPARTMENT PLAN FILE	Budget Transfer Out	Startup Funding for Faculty Recruitment	Example #2: Unit provides a share of startup funding to faculty member's account, \$100,000 over the next 5 years.	Within Unit Transfer	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)
IN THE FACULTY PLAN FILE	Budget Transfer In	Startup Funding for Faculty Recruitment	Example #2: Unit provides a share of startup funding to faculty member's account, \$100,000 over the next 5 years.	Within Unit Transfer	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

Recording Funding Commitments

Example #3: The Office of Research commits to providing ACCD funding to the College of Engineering, \$30,000 for three years.

What's happening here?

OR -> COE Dean's Office -> Department account

	Budget Group	Commitment Type	Desc	Funding Type	Amount		
					FY1819	FY1920	FY2021
IN THE OR PLAN FILE	Budget Transfer Out	ACCD Commitments	Example #3: The Office of Research commits to providing ACCD funding to the College of Engineering, \$30,000 for three years.	Between Unit Transfer	\$ (30,000)	\$ (30,000)	\$ (30,000)
IN THE DEAN'S OFFICE PLAN FILE	Budget Transfer In	ACCD Commitments	Example #3: The Office of Research commits to providing ACCD funding to the College of Engineering, \$30,000 for three years.	Between Unit Transfer	\$ 30,000	\$ 30,000	\$ 30,000
	Budget Transfer Out	ACCD Commitments		Within Unit Transfer	\$ (30,000)	\$ (30,000)	\$ (30,000)
IN THE DEPARTMENT PLAN FILE	Budget Transfer In	ACCD Commitments	Example #3: The Office of Research commits to providing ACCD funding to the College of Engineering, \$30,000 for three years.	Within Unit Transfer	\$ 30,000	\$ 30,000	\$ 30,000

Recording Planned Use of Carryforward

Step #1: Pick an account

Step #2: Pick a **uses** Budget Group. These are your options:

Academic Salaries & Wages - Regular Faculty	Rents, Leases & Occupancy Costs
Other Academic Salaries & Wages	Travel
Teach Asst & House Staff	Transportation
Non-Academic Salaries & Wages	Meetings, Registration, Entertainment & Gifts
Leave & Leave Benefit Assess/Use	Sub Awards/Contracts
Benefits	Scholarships & Fellowships
Grad Tuition Remission & Health Insurance	General & Admin Supplies
Services & Fees	Medical, Educational & Research Supplies
Temporary Services	Unallocated, Cost of Goods Sold, and Other
Salary Savings	Utilities
IT & Communication Services	Internal Recharge Services & Misc
Maintenance & Repairs	Internal Assessments
Equipment & Facilities	GAEL
Rents, Leases & Occupancy Costs	Common Goods Assessment
Travel	Reserve for Improvements & Depreciation
Transportation	Debt Service
Meetings, Registration, Entertainment & Gifts	Indirect Costs

Recording Planned Use of Carryforward

Step #3: Select Commitment Type

ACCD Commitments

Bridge Funding (support between research grants)

Capital Project

Chair Research

Contract Employee

Endowed Chairs

Equipment

Faculty Research

Fellowships

Graduate Programs/Support

Maintenance/Repair of Equipment (and/or other assets)

Matching Commitments

Operational Projects

Renovation

Retention Funding for Faculty

Staff Training

Staff-Salaries and Benefits (one-time funding)

Start-up Funding for Faculty Recruitment

Undergraduate Instruction

All Others

Recording Planned Use of Carryforward

Step #4: Enter Your Description

Step #5: Funding Type

- Carry Forward - COBL
- Carry Forward - KOBL
- Annual Operating Funds
- Central Funding
- Within Unit Transfer
- Between Unit Transfer
- Other

Only two options: Carryforward COBL or KOBL

Step #6: Enter the commitment amount by year. The out years will automatically roll forward when next year comes.

Recording Funding Commitments

Example #4: Your recharge unit plans to purchase a \$900,000 piece of equipment out of reserves.

What's happening here?

This couldn't come out of the recharge operating funds or the fund would be majorly in deficit!

Only the recharge unit records the planned use of carryforward

	Budget Group	Commitment Type	Desc	Funding Type	FY1819
IN THE RECHARGE PLAN FILE	Equipment & Facilities	Equipment	Example #3: The Office of Research commits to providing ACCD funding to the College of Engineering, \$30,000 for three years.	Carryforward - COBL	\$ 900,000

Thank you!

If you have suggestions for how this functionality can be improved, please email:

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