

Fund Balance Report

For Financial Managers who have Local Organizations (Ledger 2) oversight, keeping an eye on Fund Balance for control purposes is critical. Additionally, financial managers through their VP's submit budgets for the next fiscal year in early spring. The Fund Balance analysis is critical to budget development. Below are instructions in running the Fund Balance Report which is a Financial Manager Report in Argos.

1. Open your web browser, enter <http://www.eiu.edu/banner/>
2. Under Reporting select **Argos - Production**
3. Enter your Username and Password.
4. Click on the + sign in front of "Financial Managers Reports" on the left-hand side.
5. Click on the + sign in front of "Fund Balance Report (withFOS)".
6. Click on the "Fund Balance Report", then click Run Report

The screenshot shows the Argos web application interface. The browser title is "Argos - Eastern Illinois University". The menu bar includes "File", "Edit", "View", "Tools", and "Help". The toolbar contains various icons for navigation and actions. The Explorer pane on the left shows a tree view of reports, with "Fund Balance Report (withFOS)" selected. The main content area displays the "Fund Balance Report" page, which includes the report title, author information, and a "Report Viewer actions" section with buttons for "Run Report", "Run Saved", and "Shortcut".

Financial Managers Reports.Fund Balance Report (withFOS).Fund

Accounts Receivable

Finance

Financial Managers Reports

Budget Availability Report(with FOS) - BAVL

Budget Deficit Reports for LVL3 and LVL2 Orgs

Budget Management Report

Budget Status Comparison Report - Dean/Director (with FOS)

Budget Status Comparison Report - Department (with FOS)

Budget Status Comparison Report - Executive (with FOS)

Budget Status Report - Dean/Director (with FOS)

Budget Status Report - Department (with FOS)

Budget Status Report - Executive (with FOS)

Budget Vs Actual Report for All Ledgers (with FOS)

FAQS

FAQS - User FOAPAL Authorization List

FPM-Open Work Orders Encumbrance Report (withFOS)

Fund Balance Report (withFOS)

Dashboard

Fund Balance Report

Grant To Date Report (withFOS)

Monthly Financial Transactions (withFOS)

Fund Balance Report

Fund Balance Report

Author: lpadmaraju
Date created: 9/8/2010 2:20:56 PM
Date last modified: 9/8/2010 2:20:56 PM

Report Viewer actions

Run Report Run this Report

Run Saved Run this Report by loading a saved state

Shortcut Add a shortcut for this Report

Notes

7. Select your parameters

- a. Click on the down arrow next to “Select Fiscal Year:” to choose the desired year.
- b. Click on the down arrow next to “Select Acct. Period:” to choose 01 for July, 02 for August, and so forth.
 - i. If you want the current fund balance, you will select the accounting period of the greatest value.
- c. For the “Select Fund Code” box, choose the desired Fund.

8. At this point you can either

- a. Click on one of the icons at the top right. Preview, Save, E-Mail or Print
- b. Click “Get Quick View Results”
 - i. Then right-click in the box to save results

Fund Balance Report (withFOS), Fund Balance Report

Dashboard Options: Saved Settings

Report Options: Fund Balance Report

Preview; Save; E-Mail; Print

Fund Balance Report with Fund Org Security

Think before you print

Select Fiscal Year: 14: from 01-JUL-13 to 30-JUN-14

Select Acct. Period: 12: from 01-JUL-13 to 30-JUN-14

Select Fund Code:

- 100000 - BRS General Clearing
- 100002 - Closed Account Clearing
- 100020 - Delinquent Collection Clearing
- 100030 - PLUS Loans
- 100040 - Student Financial Aid Clearing
- 100050 - Registration Clearing
- 100060 - BRS Refund Clearing
- 100065 - Web Payment Clearing

To Select More than One FUND Code, Hold down Shift/Ctrl key and Click on the FUNDS in the List Box.

For Help and Support Contact:
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Get Quick View Results

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FY	FUND	BEG_BAL	REVENUES	EXPENDITURES	TRANSFERS	FUND_ADD_DED	CURR_BAL	ENCUMBRANCES	RESERVATIONS	SPENDABLE
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Below shows an example of the report. The amount listed for “Encumbrances (POs)” is the total of commitments within Banner. These commitments may be remaining salaries or purchase orders. This report only shows what has happened within the Fund and doesn’t take into consideration what is budgeted to happen.



FUND BALANCE REPORT
 for FY : 14 FPD : 14 As of : 6/30/2014
 FUND : 123456 – Fund Name

Run Date: 8/6/2014

BEGINING BALANCE (As of July 1st) :	342,945.48	SURPLUS
REVENUES :	1,742,472.87	
EXPENDITURES :	-2,052,814.32	
TRANSFERS :	0.00	
FUND ADDITIONS / DEDUCTIONS :	0.00	
<hr style="width: 50%; margin: 0 auto;"/>		
CURRENT FUND BALANCE :	32,604.03	SURPLUS
ENCUMBRANCES (POs) :	-31,230.66	
RESERVATIONS (Reqs) :	0.00	
<hr style="width: 50%; margin: 0 auto;"/>		
SPENDABLE FUND BALANCE :	1,373.37	SURPLUS