

# Fiscal Year 2008-09


## Budget Development Approach

March, 2008



UNIVERSITY OF MINNESOTA  
**Driven to Discover<sup>SM</sup>**

# Agenda

1. General Mapping and Suggested Budget Approach
  2. Special Mapping Issues-Points To Consider
  3. Conversion/Budget Adjustments in PeopleSoft
  4. Future Considerations
- 

# Conceptual Step 1

## PeopleSoft

First think through:

In FY09 PeopleSoft -

Fund  
DeptID  
Program

What should the revenue and expenditure ***budget*** be for each chartfield combination?

## CUFS

Then Translate to:

In FY09 CUFS budget Tables –

Fund  
Area  
Org

Map the budgets back to the existing CUFS chart strings for FY09 budget entry into CUFS

If no chart string exists in CUFS today that matches a budget you want entered in PeopleSoft for FY09, then enter the budget “somewhere” and record where you entered it so you can do a budget adjustment to move it where it belongs after July 1.

# Conceptual Step 2

## PeopleSoft

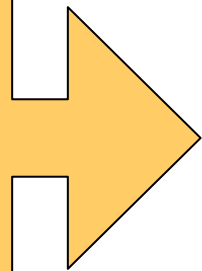
## CUFS

Second think through:

In FY09 PeopleSoft -

Account Code?  
Revenue  
Expense  
Transfer  
Carryforward

What codes do you want the budget to be reflected in when converted to PeopleSoft?

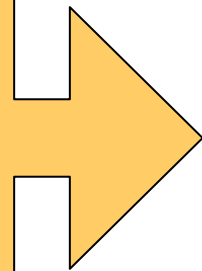


Then Translate to:

In FY09 CUFS budget Tables –

Revenue Code  
Object Code  
Transfer Code  
“EBCF/RPIN Entry”

Map the desired codes back to the corresponding CUFS codes for FY09 budget entry into CUFS



The mapping of CUFS revenue, object and transfer codes to the future PeopleSoft account codes is not always a one-to-one mapping. It is provided for you as a separate handout and can be found on the Budget Office website under current documents

<http://www.budget.umn.edu/>

# Example of Budget Approach

## **Step 1:**

<u>Fund</u>	<u>DeptID</u>	<u>Program</u>	<u>EmplID</u>
O&M (1000)	Forest Resources (11024)	EID Inst. Sup. (20043)	2110295

### **Maps Back To**

<u>Fund</u>	<u>Area</u>	<u>Org</u>
O&M (1003)	Forest Resources (405)	FR – Brooks (1025)

## **Step 2:**

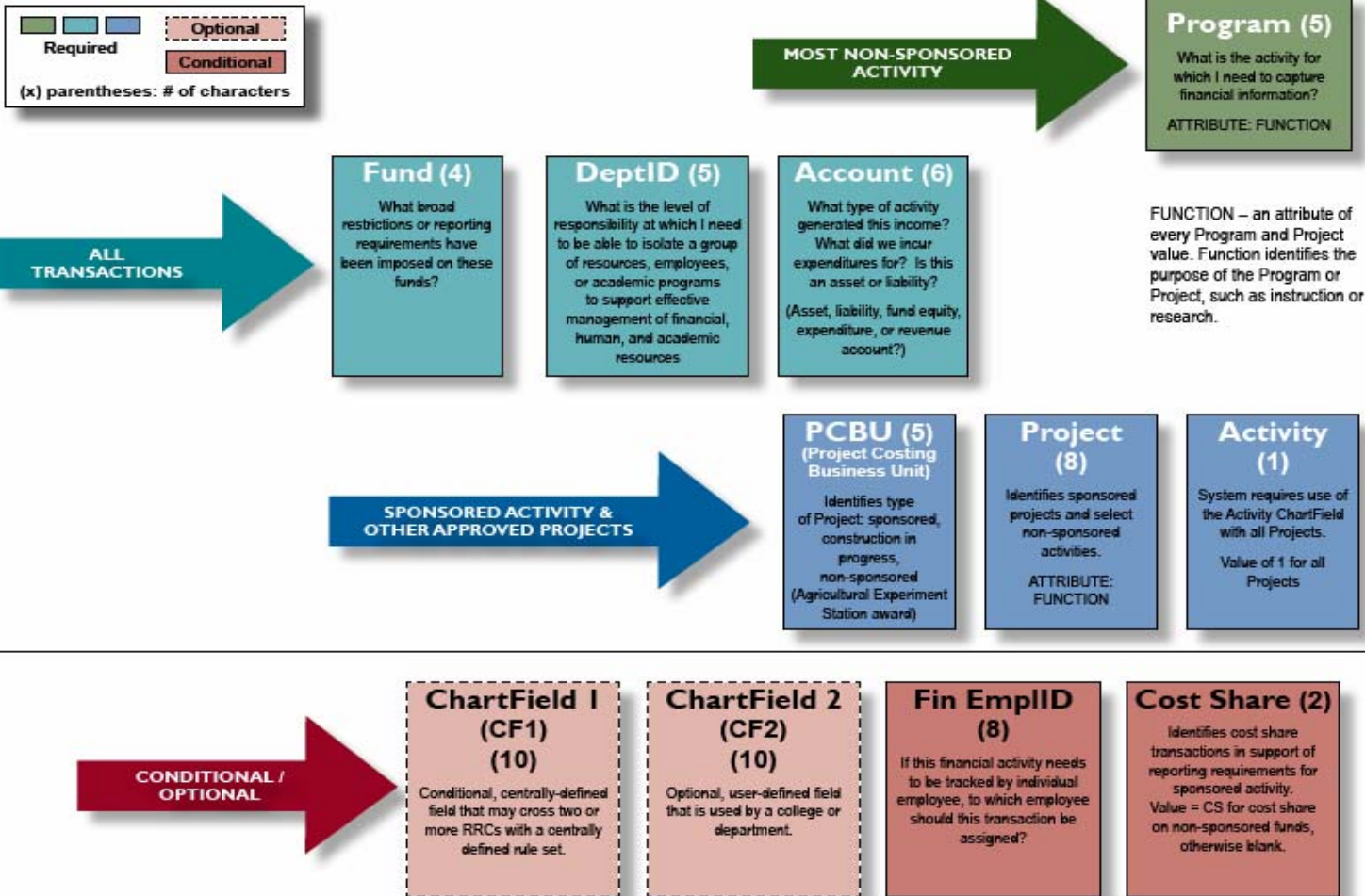
<u>Account Code</u>	- 420201 (State O&M Approp Redistribution) - ACTUAL
	- 420200 (State O&M Appr Redist-FinBdg O) – BUDGET ONLY
<u>Maps To</u>	- 5985 (NMTI Centrally Allocated)
<u>Account Code</u>	- 720199 (Office Supplies) - ACTUAL
	- 720100 (Gen Oper Supplies-FinBdg O) – BUDGET ONLY
<u>Maps To</u>	- 7300 or 7302 or 7341 or 7410 (page 9 mapping document)

# “Budget Mapping” Could be Important

Advice – keep a record of the budget mapping you work from – PeopleSoft fund/deptID/program to CUFS fund/area/org  
and  
PeopleSoft account code to CUFS revenue/object/transfer codes

Budget adjustments will likely be necessary in the first weeks of the new fiscal year (more later) - this mapping will help in that effort

# The Financial System General Ledger ChartField



# Special Mapping Issues – Points to Consider

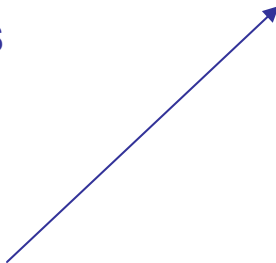
## 1. Chartfield Level to Budget in PS:

### FY09-Fund/DeptID/Program

#### For Mapping to CUFS

Fund – Required  
 DeptID – Required  
 Program – Required  
 Account - Required

Chart Field 1  
 Chart Field 2  
 EmplID  
 Cost Share



“Allowed”

Will map to these levels if it is a one-to-one mapping

### Budget Account value– budget level 2 (Final Budget Only)

#### EXAMPLE:

Budget Level 1: 168000 Capital Assets

Budget Level 2: 168100 Capital Assets ★

- Actuals:
- 168001 Equipment Acquisitions
  - 168002 Other cap Asset Acquisitions
  - 168005 Cap Asset Sale & Slvg Proceeds
  - 168010 Buildings
  - 168099 Capital Assets Consol Entry
  - 168110 Leasehold Improvements
  - 168250 Equipment
  - 168310 Infrastructure
  - 168410 Library & Reference Books
  - 168510 Capitalized Software
  - 168610 Land
  - 168710 Museums & Collections
  - 168810 Construction in Progress

Example from Earlier:

<u>Fund</u>	<u>DeptID</u>	<u>Program</u>	<u>EmplID</u>
O&M (1000)	Forest Resources (11024)	EID Inst. Sup. (20043)	2110295

Account – 420200 and 720100

**Budget will convert here if not a one to one mapping**

**Optional Budget  
Adjustments to this  
and other EmplIDs**

## 2. New FY08 Orgs for FY09

- Do not add new orgs in FY08 for the purpose of mapping correctly to PeopleSoft
- Use existing orgs, track the mapping and make budget adjustments as necessary in July

Special Mapping Issues Continued:

### 3. Tuition/UFee/ICR Attribution

- No Change in Attribution Processes
- New Codes are set up in PeopleSoft
  - Account 400101 Tuition
  - Account 401101 Univ Fee
  - Account 460101 ICR

Example Budget Mapping Exercises:

## Budget Mapping Example – Medical School:

Fund

1000 OMTuitUFee

Deptid

11693 MSFinance

Program

UM001 IMG Tuit Rev

UM002 IMG U Fee Rev

UM003 IMG F & A Rev

Account

400100 Tuition Final Budget Only

401100 Univ Fee Final Budget Only

460100 ICR Final Budget Only

# Budget Mapping Example - Medical School:

## PeopleSoft

**TUITION**

<u>Fund</u>	<u>Deptid</u>	<u>Program</u>	<u>Account</u>
1000	11693	UM001	400100



## CUFS

**TUITION**

<u>Fund</u>	<u>Area</u>	<u>Org</u>	<u>Rev</u>
1013	625	TUIT	4100

**U FEE**

<u>Fund</u>	<u>Deptid</u>	<u>Program</u>	<u>Account</u>
1000	11693	UM002	401100



**U FEE**

<u>Fund</u>	<u>Area</u>	<u>Org</u>	<u>Rev</u>
1013	625	TUIT	4101

**ICR**

<u>Fund</u>	<u>Deptid</u>	<u>Program</u>	<u>Account</u>
1000	11693	UM003	460100



**ICR**

<u>Fund</u>	<u>Area</u>	<u>Org</u>	<u>Rev</u>
1043	625	IDCR	4350

# Budget Mapping Example (Central Allocation):

## Old CUFS System

***TUITION (U Fee similar)***

<u>Fund</u>	<u>Area</u>	<u>Org</u>	<u>Rev</u>
1013	625	TUIT	4100
			<u>Transfer</u>
			9985

**Combined with O&M = 5985**

***ICR***

<u>Fund</u>	<u>Area</u>	<u>Org</u>	<u>Rev</u>
1043	625	IDCR	4350
			<u>Transfer</u>
			9985

**Budgeted in Area Orgs = 5985**

## New PeopleSoft System

***TUITION (U Fee similar)***

<u>Fund</u>	<u>Deptid</u>	<u>Account</u>
1000	11693	400100
		<u>Redistribution</u>
		-420200

**Combined with O&M = 420200**

***ICR***

<u>Fund</u>	<u>Deptid</u>	<u>Account</u>
1026	11693	460100
		<u>Redistribution</u>
		-460200

**In DeptID Programs = 460200**

Special Mapping Issues Continued:

#### 4. Carryforward (a statistical Account value in PS)

- Budget projected carryforward for each fund/area/org using the EBCF or RPIN tables as in the past
- EBCF/RPIN entries will convert as follows in PS:
  - 900103 CUFS Carryforward Conversion  
(conversion use only)
  - 900101 FYE Carryfwd (Accrual-based)
  - 900102 FYE Carryfwd (Cash-based)
- Track the mapping so budget adjustments can be made in July in PS where necessary

Special Mapping Issues Continued:

5. Revenue Source Reference Codes

- they are an issue only in CUFS
- units must still enter them in CUFS during budget prep
- necessary only on restricted funds
- beginning with FY10 budgets – no longer needed

6. Account Code Set-Up

- if one to many (fund/area/org to fund/deptID/program) an account code will be set up in the “many” to allow spending
- only one account code needs to be set up in each chart string to allow spending to occur

Special Mapping Issues Continued:

## 7. Cost Pool Allocations

- No Change in Allocation Processes
- New Account Values have been set up in PeopleSoft (p. 15)
  - 830100 - Admin Service Units-SW (obj 8625)
  - 830200 - Admin Service Units – TC (obj 8626)
  - 831100 – Information Technology – SW (obj 8627)
  - 831200 - Information Technology – TC (obj 8628)
  - 832100 - Facilities Op & Maintenance – TC (obj 8629)
  - 832201 - Warehouses – TC (obj 8640)
  - 833100 – Student Systems & Services – SW (obj 8630)
  - 833200 – Student Systems & Services – TC (obj 8631)
  - 833300 – Student Svcs-Undergrad – TC (obj 8632)
  - 833400 – Student Services – Graduate (obj 8633)
  - 834100 – Research (obj 8634)
  - 835100 – Libraries (obj 8635)
  - 836100 – Gen Purp Classroom – TC (obj 8636)
  - 837100 – Debt Service (obj 8637)
  - 837201 – Leases (obj 8638)

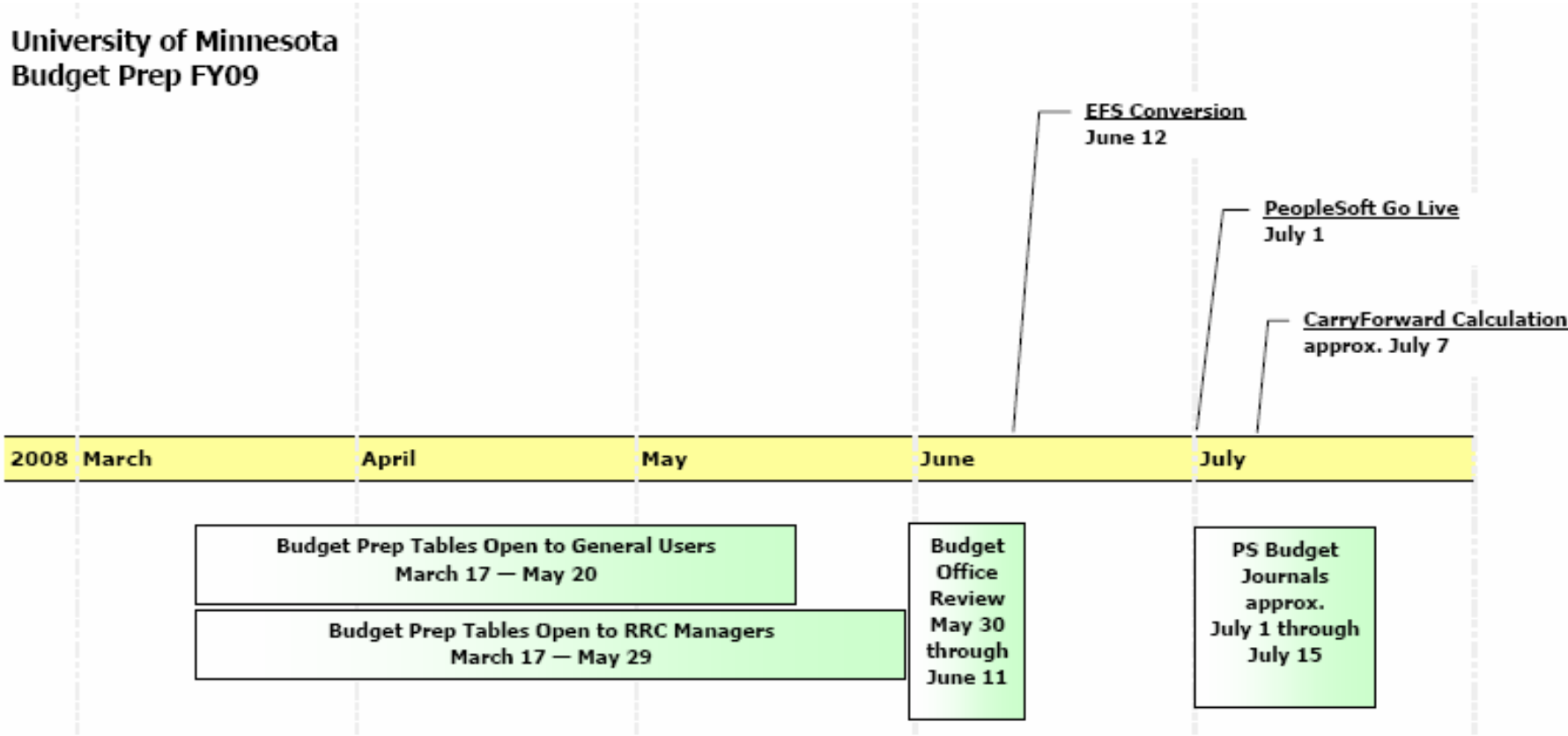
Special Mapping Issues Continued:

## 8. Mapping Issues with Other Systems/Processes

- Student System – addressed at March 19 RRC Manager Meeting
- NTS – for service billings – billing system has been updated to handle new PS chartstring; mapping information is coming from EFS project staff; system will be operational July 2008
- FM – for utility billings – FM is planning a process of contacting each unit individually to update the FM data for FY09 billings
- Insurance – manual process to verify correct chart string for charging

# Conversion/Budget Adjustments in PS

University of Minnesota  
Budget Prep FY09



# Budget Adjustments Necessary?

## Most Common Reason - Mapping is One to Many

- *Central allocation is budgeted in one fund/area/org but must be spread to several fund/deptID/programs*
- *Carryforward on one fund/area/org must be moved to several fund/deptID/programs*
- *Academic Salaries (7000) will need to be split into faculty (700100) and P&A (700200)*

## New Chart String in PS Doesn't Exist in CUFS

# Timing and Training

## Window for Adjustments

July - exact dates TBD  
enter budget journals to redistribute existing budget and not to increase or decrease budgeted amts.

Approved Budget will be locked and saved after all budget journals are entered and totals re-verified

## Budget Journal Training

June 13

June 16

June 25

For: RRC Mgrs & Designees

Instructor Led - Hands On  
Non-Sponsored Budgets

# Future Considerations

## Deficit Monitoring

- Deficits will continue to be monitored centrally at some level
- Recognize that Fund/RRC level is too high and Fund/DeptID level is too low – create a “new tree” to summarize some of the DeptIDs (budget model implications also)
- Only deficits with approved elimination plans will be allowed to be budgeted in a negative position in PS

- TIP

- Charges will be assessed at some level in PS
- Income will be distributed on Bldg/Equip Replacement reserves, applicable Loan funds, & Grants where required
- Will not use CUFS pooling methodology, current TIP categories, or OBAL table replacement
- Exemptions will not automatically carry over to FY09
- Rates may be adjusted based on current market conditions
- Timing of distributions/charges may be changed from current distribution period

# Depreciation and Asset Purchases

- FY09 – budget only anticipated new equipment purchase in CUFS – it is not necessary to adjust budgets for depreciation expense for FY09 in PS
- FY10 – Budget Equipment purchase & the associated depreciation expense
  - An annual depreciation amount will automatically calculate and post when capital assets are budgeted in PS
  - Annual depreciation expense does not have to be “funded” – however it can be a good reserve for equipment replacements
  - Carryforward calculations will not include depreciation expense, but will include the original cost of the capital assets

## Questions?

General Questions:

Contact Your Budget Officer

Questions re Budget Journal Training:

Contact Carolie Carlson, 612-626-1349

Additional Budgeting Information Online:

[www.budget.umn.edu/document.htm](http://www.budget.umn.edu/document.htm)

