



SLIPPERY ROCK UNIVERSITY

EXPERIENCE THE DIFFERENCE

Financial Overview & Budget Workshop For Department Chairs

May 9, 2023

Financial Planning & Analysis

Cara Kriebel, Director

Topics for Review & Discussion:

- Intro to Financial Planning & Analysis
- University Funds Overview
- Operating Budget Process Overview
- SAP Business Intelligence (BI) Budget Reporting Overview



Finance Organization

Finance

Paige Mennor
Administrative Assistant
Finance & Administration

Carrie Birckbichler
Vice President of Finance & Administration

Financial Planning & Analysis

Cara Kriebel
Director

Budget
Vacant
Finance Analyst

Accounting Services

John Simon
Controller

Student Accounts
Amy Warner
Director

Accounts Payable & Travel
Linda Moore
Manager & Senior Accountant

Accounting
Kelly Robinson
Accounting Manager

Introduction to FP&A

- Facilitates the Annual Operating Budget Process
- Administers day-to-day and annual SAP Budget Control processes
- Generates reporting & analysis and tools to aid in management's decision making
- Acts as a training resource and liaison for supervisors with budget responsibility

[Home](#) > [Offices](#) > Financial Planning and Analysis

OFFICES

[Financial Planning & Analysis](#)

FINANCIAL PLANNING & ANALYSIS

The SRU office of Financial Planning & Analysis (FP&A) facilitates the annual operating budget process and posts new fiscal year budgets into SAP. We provide reporting and analysis, documentation, assistance and training on how to utilize SAP and BI (Business Intelligence) reports to review departmental financials. This webpage provides instructional resource materials to assist in accessing fund center budgets in SAP and BI, understanding available/remaining budget, processing funds reservations and budget transfers.

RESOURCE DOCUMENTS

- [Business Intelligence Reports](#) - Instructions for general navigation of departmental budget documentation using SAP BI (Business Intelligence) reports.
- [SAP Budget Documents](#) - Instructions for pre-posting a budget transfer document and creating or changing a funds reservation in SAP.
- [Fund Center Structure in SAP](#) - Explanation of Fund and Fund Center numbering in SAP.
- SAP Password Locked or Expired? - Contact the office of [Analytics & Decision Support](#) x2099.

CONTACT INFORMATION

Financial Planning & Analysis
724.738.2002
financialplanninganalysis@sruc.edu

Intro to FP&A

- Generates quarterly reporting for Management and the annual Management's Discussion & Analysis provided in the Financial Statements.
- Analyzes monthly University Budget to Actual experience.

[Home](#) > [Offices](#) > [Finance and Administration](#) > Financial Reports

FINANCE AND ADMINISTRATION

Financial Reports

CONTACT INFORMATION

Finance
[724.738.2002](tel:724.738.2002)

[APPLY](#) >>

[VISIT](#) >>

[INQUIRE](#) >>

FINANCIAL REPORTS

Updated financial reporting materials have been prepared and will be posted periodically throughout the year. Our goal in preparing this information is to deliver material that is easy to understand, clearly explains the major components of the budget, and provides financial updates. The financial report provides an overview of the Education & General Budget. The year-to-date results are compared against the total year's budget and the prior year. Major revenues and expenses are organized by type and graphed. Additional graphs are provided showing the University's greatest expense, personnel, in more detail.

SRU QUARTERLY FINANCIAL REPORTS BY ACADEMIC YEAR:

- FISCAL YEAR 2022-2023** -
 - [2023Q1](#)
 - [2023Q2](#)
- FISCAL YEAR 2021-2022** +
- FISCAL YEAR 2020-2021** +
- FISCAL YEAR 2019-2020** +

SRU ANNUAL FINANCIAL STATEMENTS:

- FINANCIAL STATEMENTS** -
 - [Financial Statements 2021-2022](#)



Financial Overview – Funds

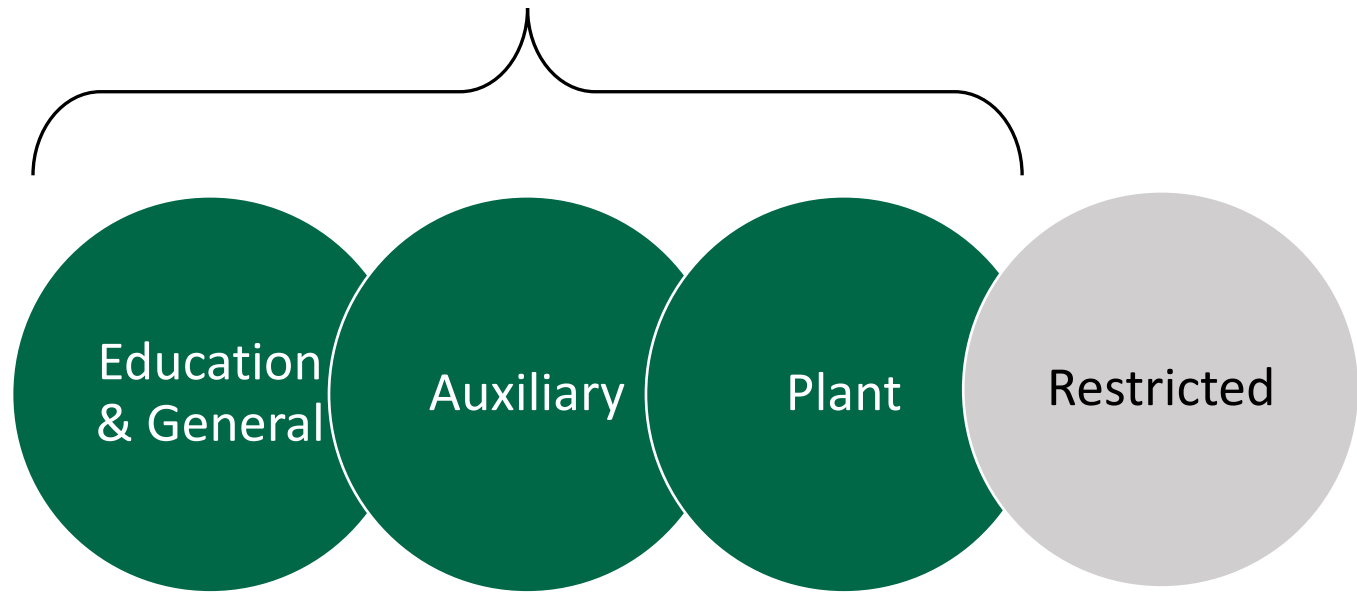
Unrestricted Funds

- Education & General (E&G) - Tuition, Appropriation, Fees & Misc. Revenue
- Auxiliary – Fees, Operating Reimbursement & Misc. Revenue
- Plant – Life Cycle Maintenance & Projects

Restricted Funds

- Restricted Student Aid: Outside Agencies
- Grants
- Restricted Plant

Restricted funds are resources received with purpose restrictions imposed by a donor or an agency **outside** the University. The funds must be expended according to the specific directions of the donor or external agency.



All funds are subject to the Board of Governor's Procedure/Standard for Expenditure of Public Funds



Education & General (E&G) Funds

Educational & General (E&G) funds are unrestricted resources used in support of the primary academic mission of the university, with no restrictions placed on them by outside agencies.

Fund 1000 General Operating

Fee Funds:

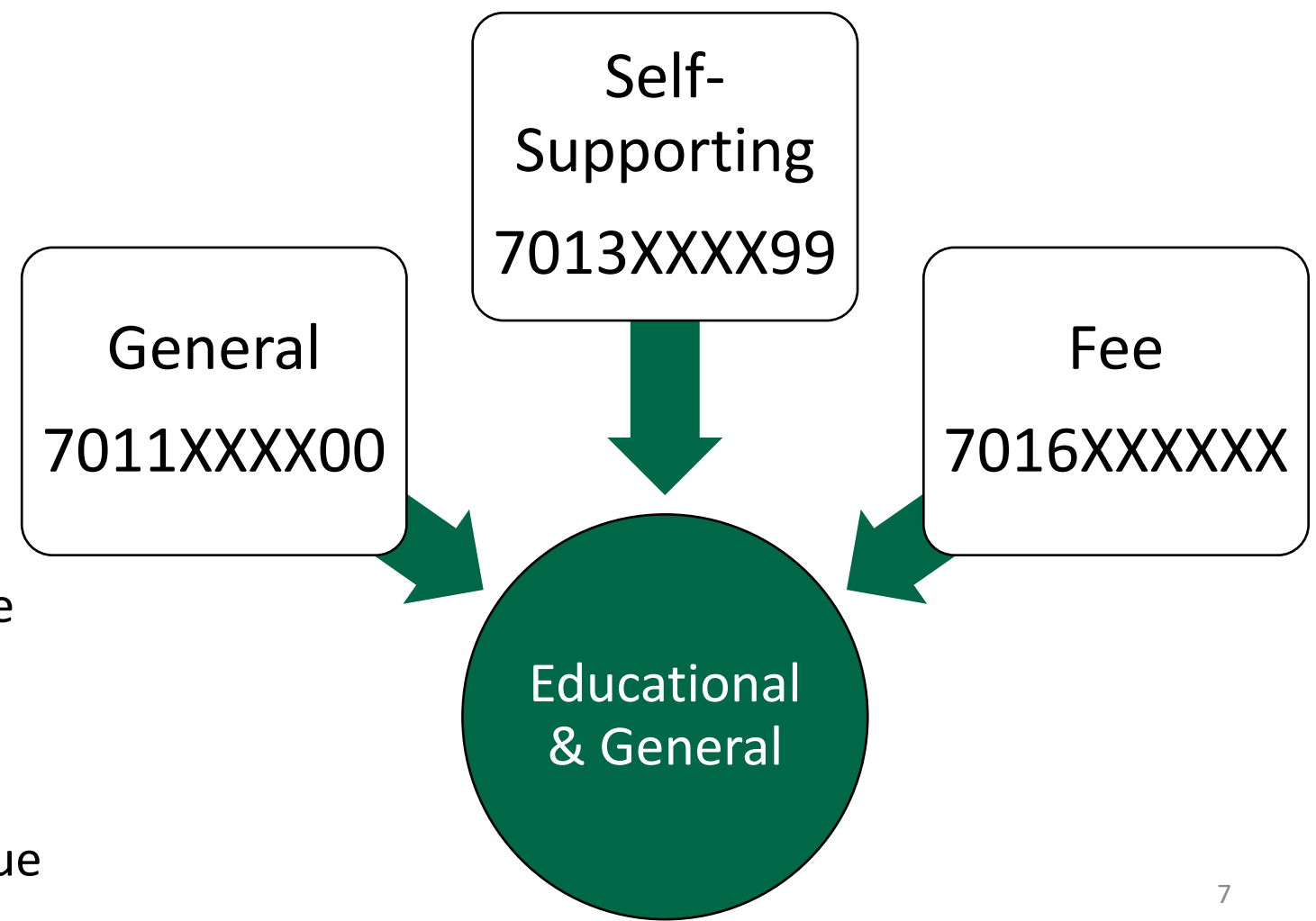
Fund 1924 Academic Enhancement Fee

Fund 1925 Technology Fee

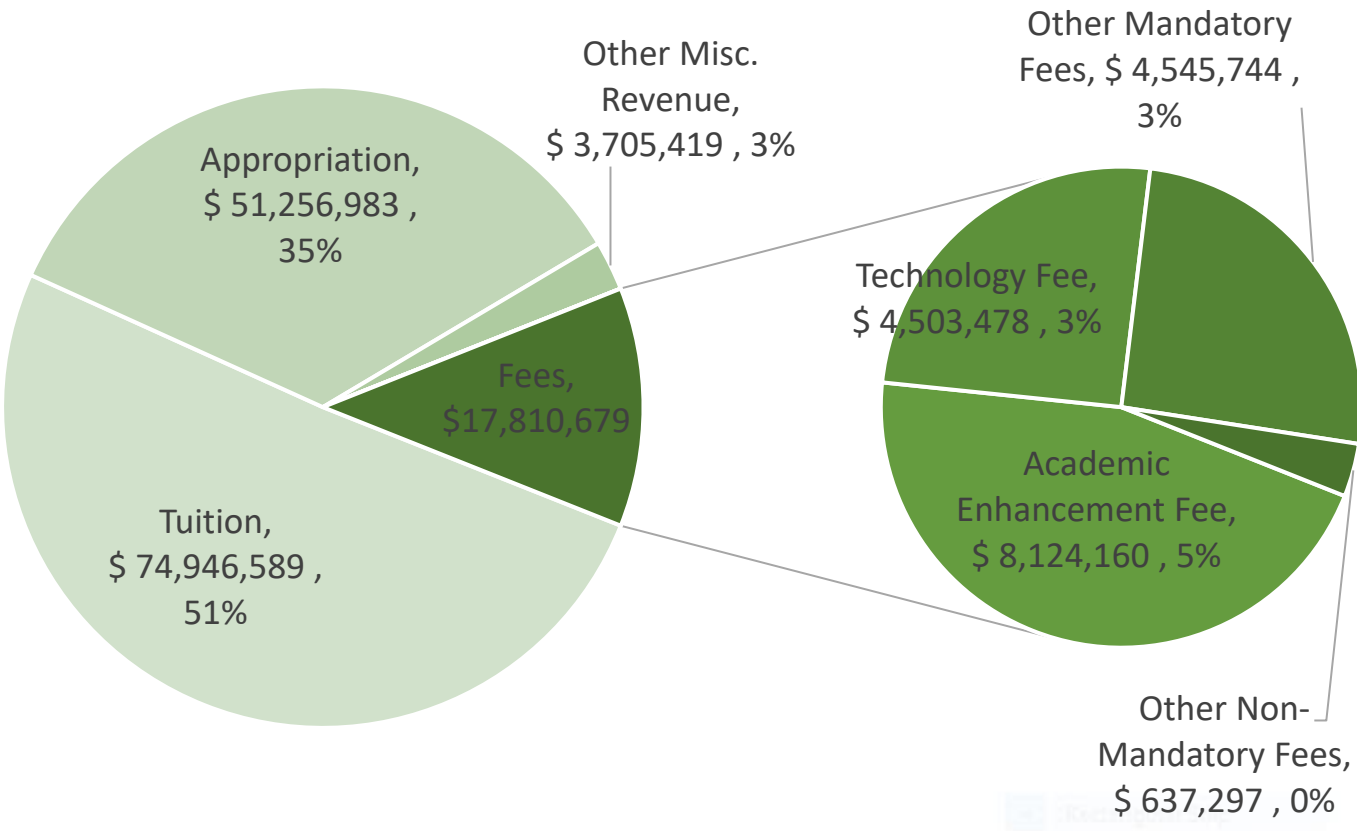
Fund 1923 Student Life Enhancement Fee

Other Fees: Health Services, STEM-H, Engineering, PA, OT, BFA Acting, Music

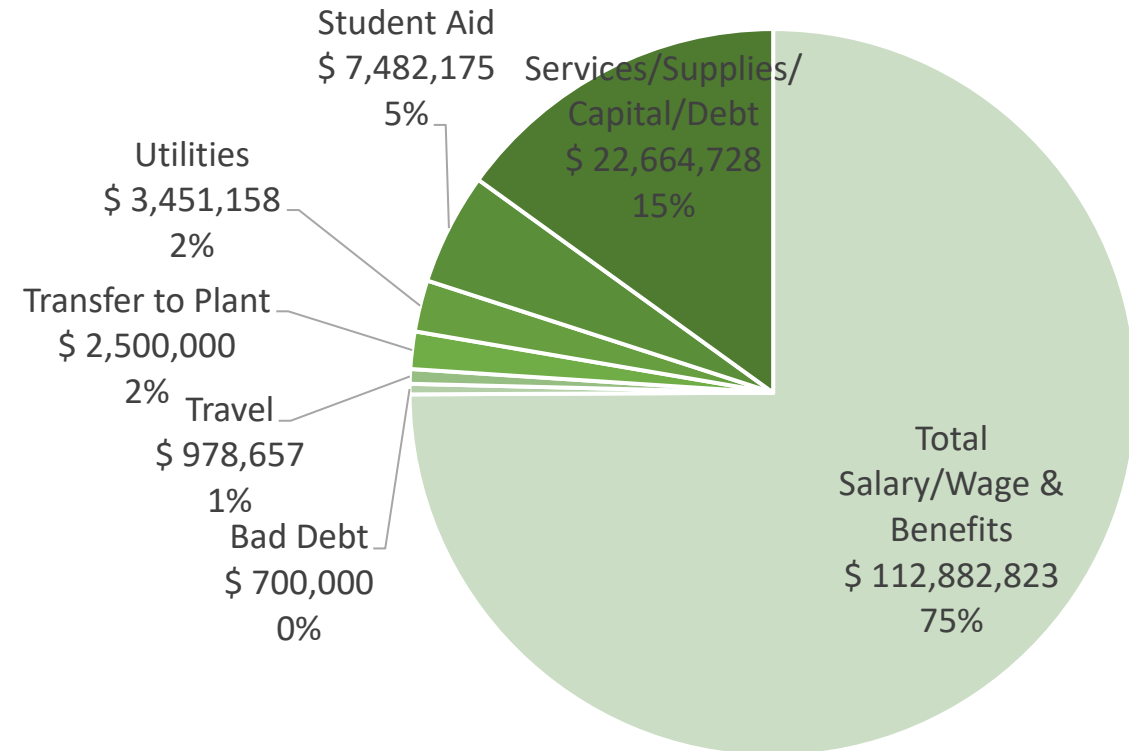
Self-Supporting Funds – Generate Revenue



2022-23 E&G Revenue Budget \$147.7M Total



2022-23 E&G Expenses Budget \$150.6M Total

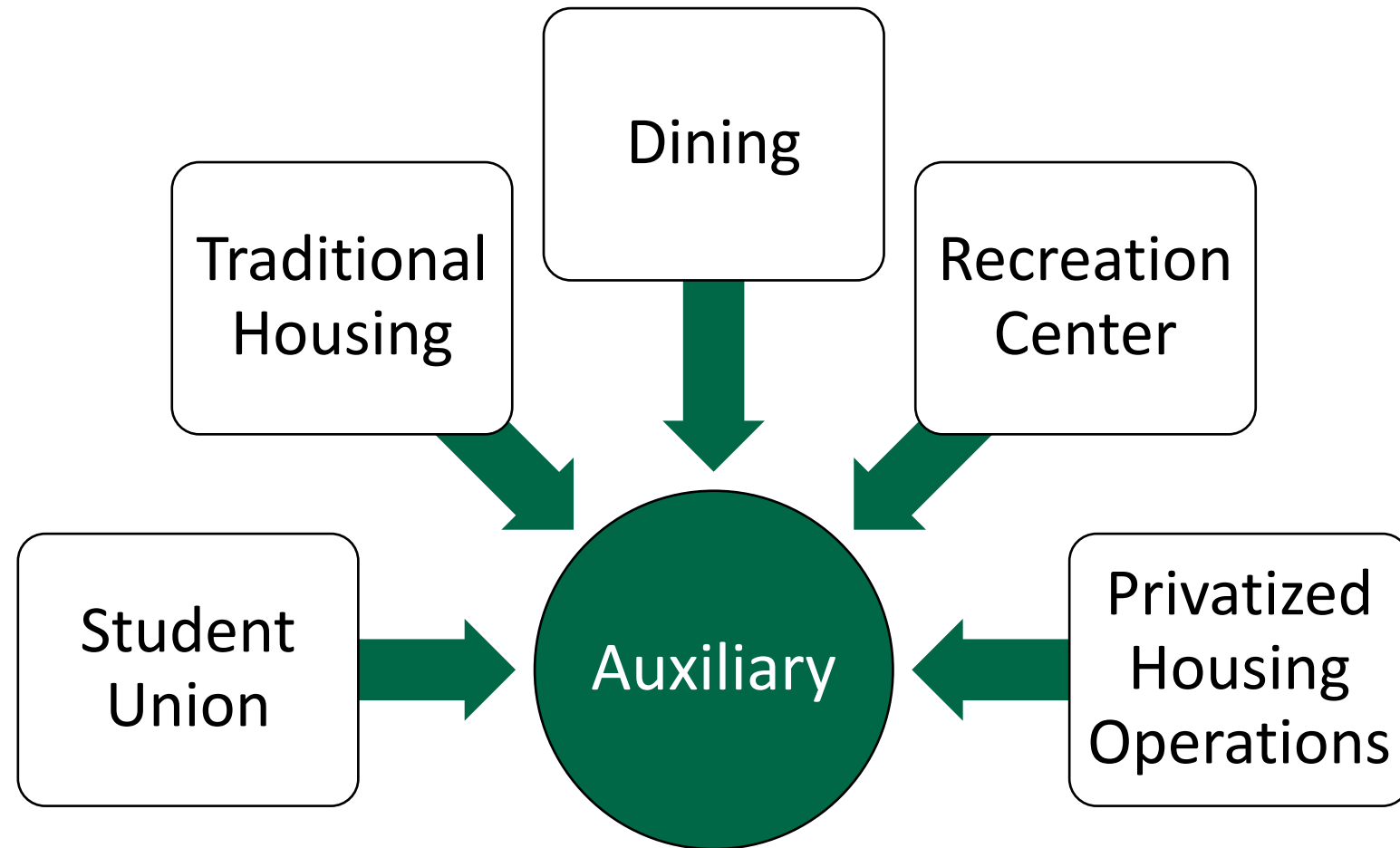


* Other Sources Not Shown Include \$3.0M Strategic Use of Reserves

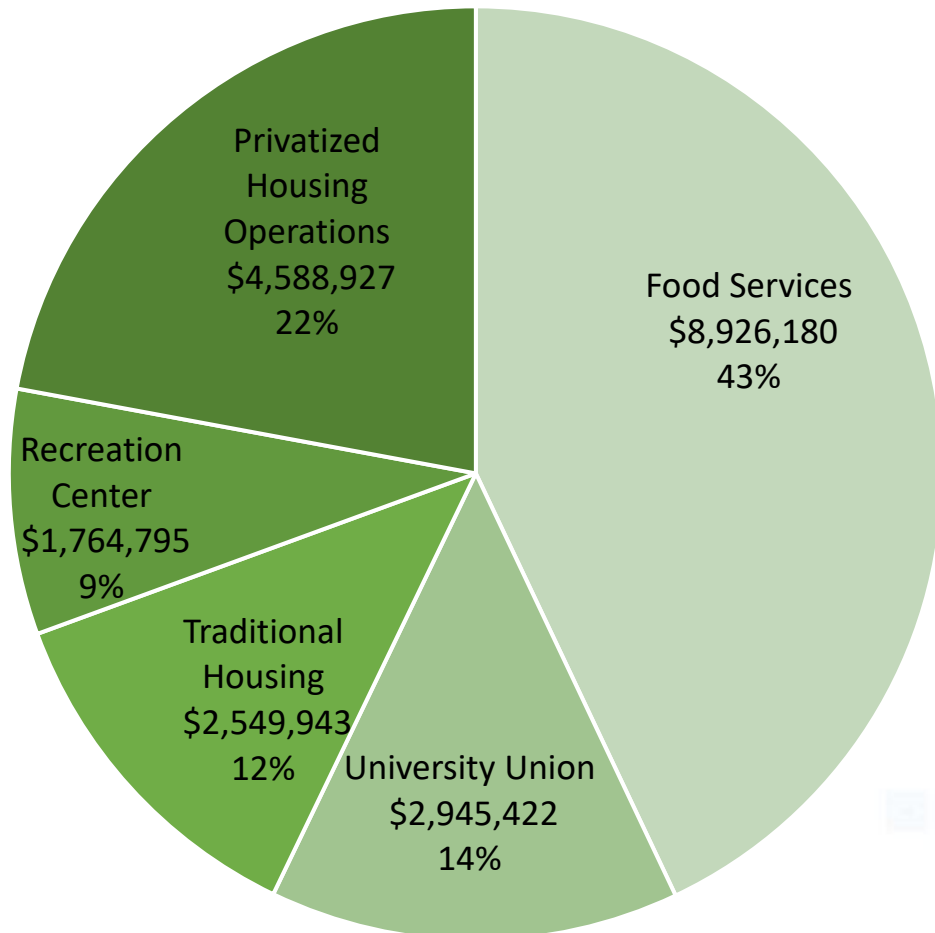
Auxiliary Funds

An auxiliary enterprise is an operation that exists to furnish goods or services to students, faculty, or staff, and charges a fee directly to the users that is intended to cover the costs of providing the goods or services.

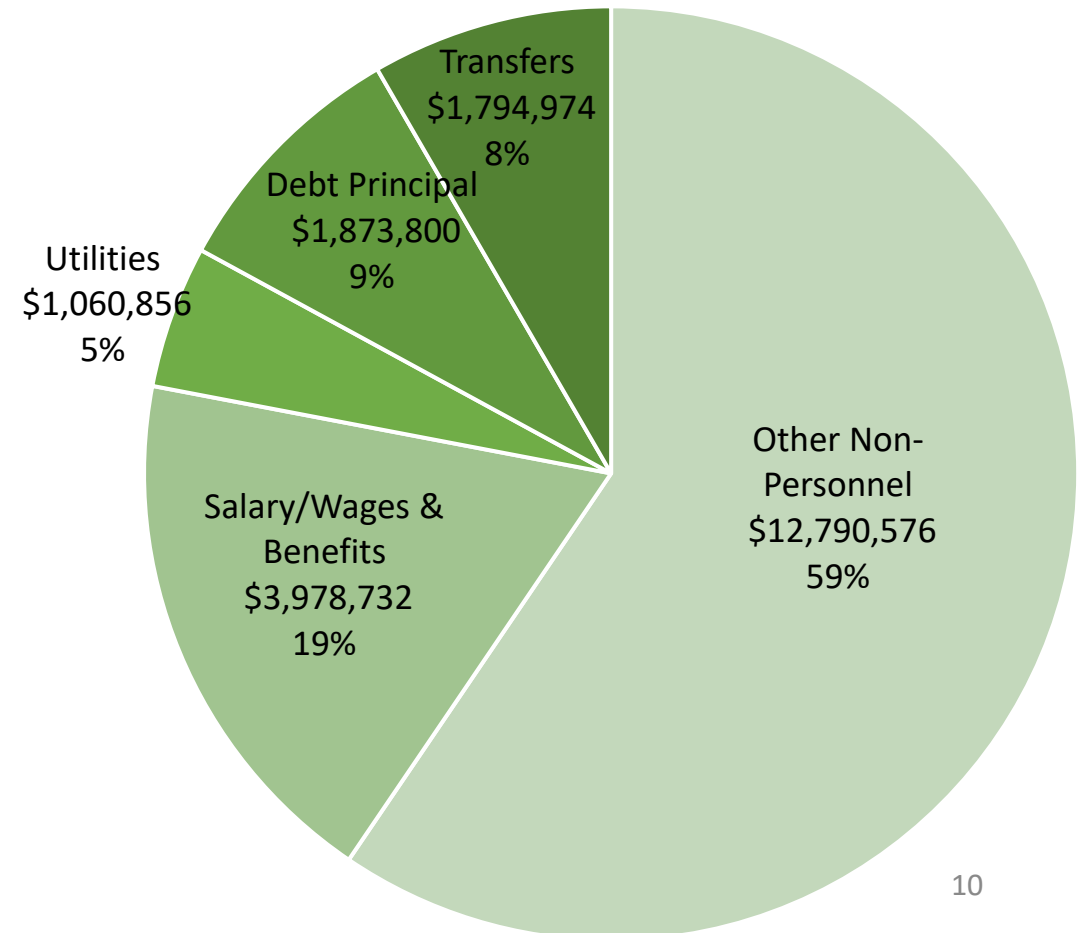
The operation must be designed to be self-supporting, and the application of the definition must be consistent from year to year. Activity related to residence halls, food service, student centers, and student recreational centers (as it relates to the building and its operating expenses) must be considered auxiliary enterprises.



2022-23 Revenue Budget by Auxiliary \$20.8M Total



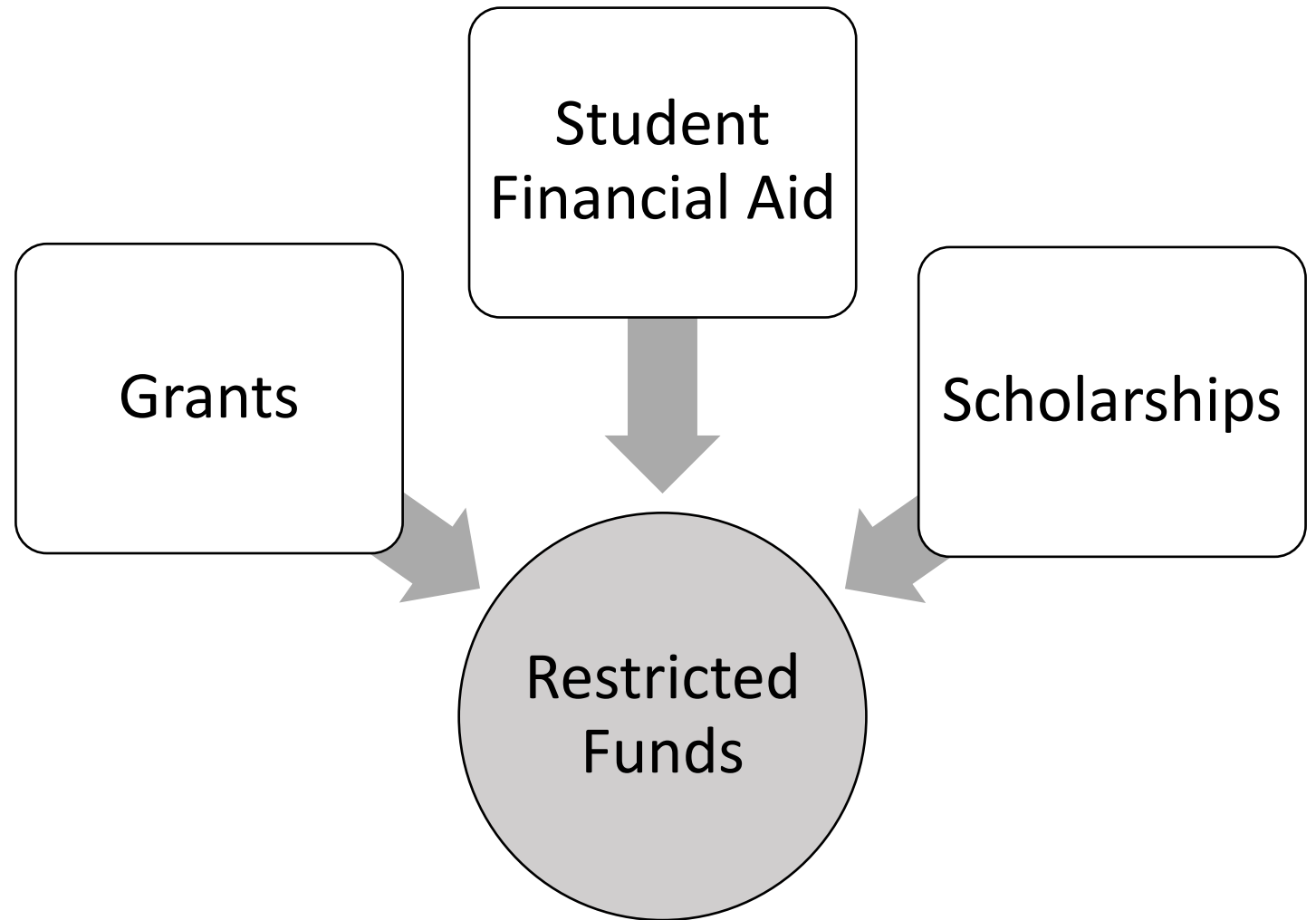
2022-23 Auxiliary Expense Budget \$21.5M Total



Restricted Funds

Examples of entities that **can** cause funds to be classified as restricted are the Commonwealth of Pennsylvania and its agencies, the federal government, and corporate or individual donors.

Examples of entities that **cannot** cause funds to be classified as restricted are the Board of Governors, Office of the Chancellor, university presidents, and senior management.



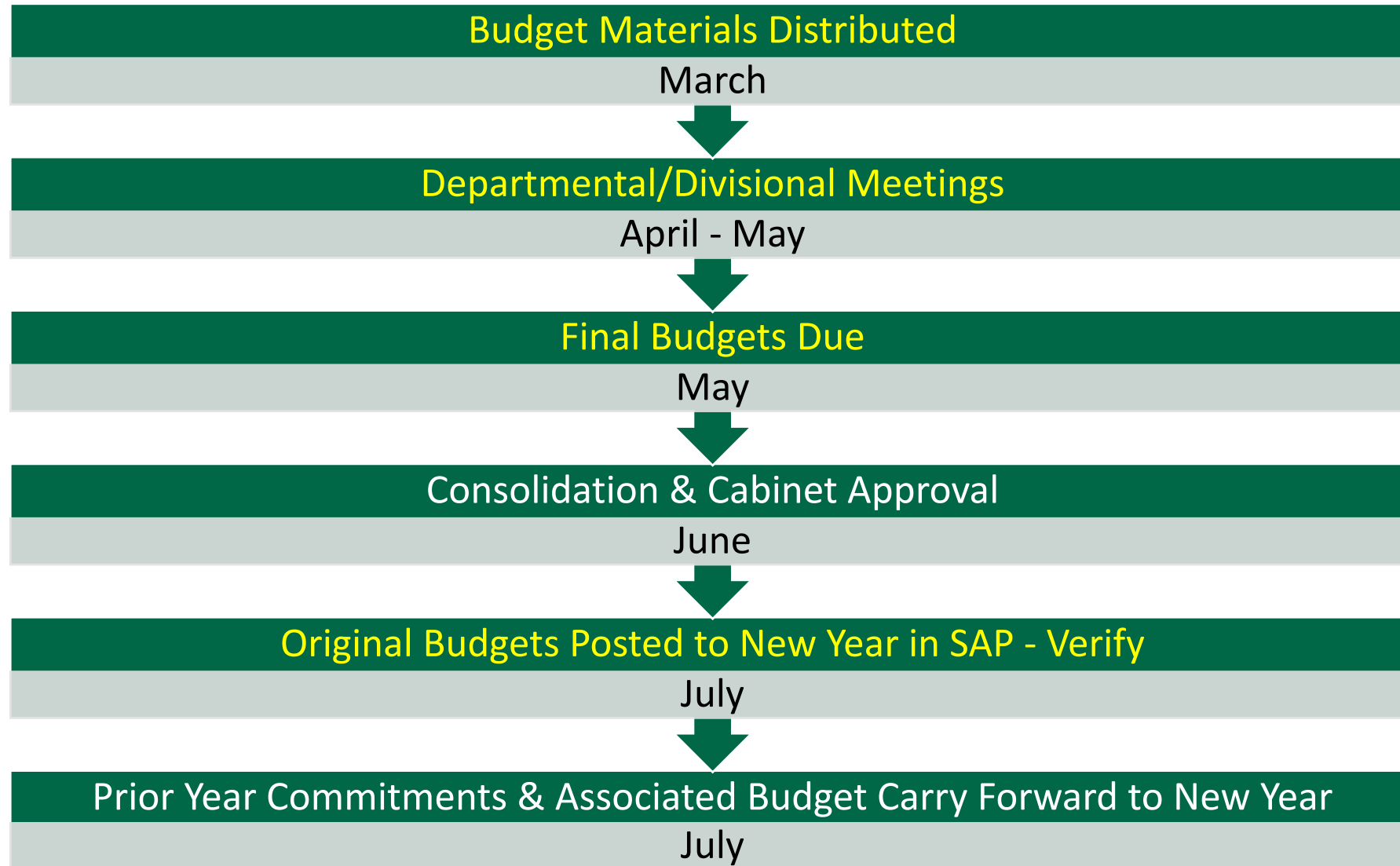
Annual Operating Budget Process

Middle States Commission on Higher Education

Standard IV: Evidence that linked institutional planning and budgeting processes are in place

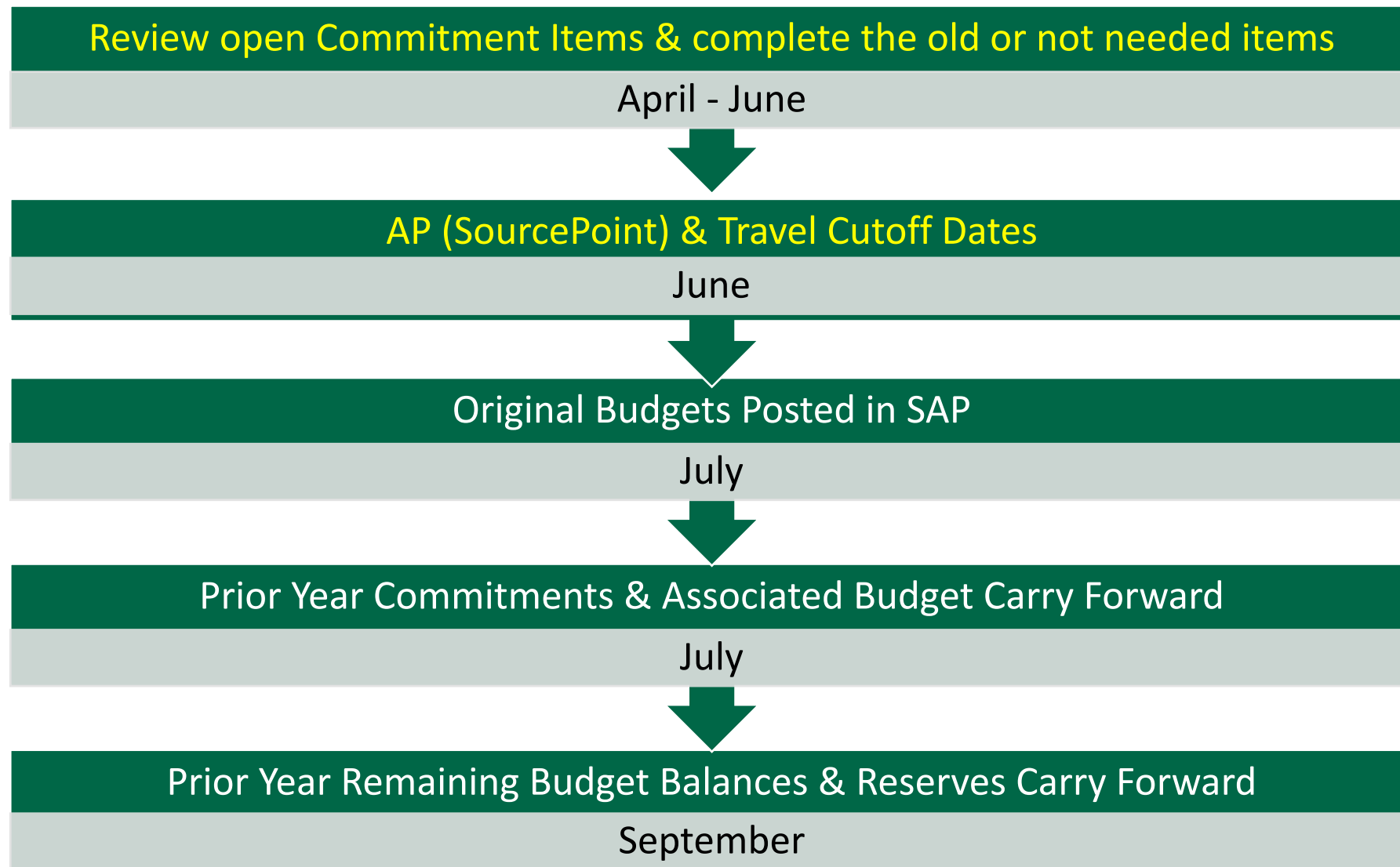
- Slippery Rock University engages in comprehensive planning across the Institution, from the university level to the divisional level to the college, department and non-academic office level.
- Given limited resources and an abundance of good ideas emanating from planning processes, priorities are determined to inform resource allocation decisions.
- SRU has always linked funding decisions to its mission, goals and strategies, as evidenced through the annual operating budget process.

New Year Process & Chair Responsibilities





Year-End Process & Chair Responsibility



Annual Operating Budget Stewardship & Chair Responsibility (July 1 – June 30)

Review Budgets Frequently

- Current Budget
 - Student Wage
 - Non-Personnel (Excluding Travel)
 - Travel
- Actual Expenses
- Commitments
- Available Budget

Frequently Used Terminology

- Fund Center Hierarchy – Divisional fund center groups
 - Example: Academic Affairs/College of Education/Counseling Center
- Commitment Item (General Ledger (GL) Number) – Six digit code to organize expenses or revenues
- Current Budget – Beginning budget as of today. Consists of:
 - Original Budget (Initial, Annual Operating, or Base)
 - Personnel (Student, Faculty, Staff) and Non-Personnel (Services & Supplies, 615 Professional Development, Travel)
 - Transfers to/from departments, including approval and transfer of one-time funding for projects or performance incentive
 - Carry Forward of 902 Reserves and/or Commitments from prior year
- Commitments (Encumbrances) – Current balance of: Funds Reservations/Travel Requests/Purchase Requests/Purchase Orders
- Actuals – paid expenses
- Remaining (Available) Budget – Ending budget as of today
 - Remaining = (Current Budget-Commitments-Actuals)

SAP Business Intelligence (BI) Budget Reporting

User-Friendly Reports for Budget Review:

- Budget Summary
 - Available (Remaining) Budget
- Budget/Actual/Commitment Detail Report
 - Line-Item detail of all Commitments
 - Line-item detail of all actual Non-Personnel (and Travel) expenditures
- Actual Trend Report (5 Years)

BI Budget Reports

1. Log in to ESS (connected to campus network or VPN)
2. Follow instructions for browser settings (first time only)
3. Select Business Intelligence tab
4. Select Campus Reports tab
5. Select report

The screenshot shows the SELF SERVICE PORTAL interface. At the top left, the logo 'SELF SERVICE PORTAL' is displayed with a blue circle '1' above it. To the right, a welcome message reads 'Welcome Elizabeth Prada' and 'Last Logon: Thu, 09/30/2021 10:46:31'. Below this is a navigation bar with several tabs: Home, Account Alerts, Employee Self-Service, Manager Self-Service, Materials Management, SAP GUI, Business Intelligence (highlighted with a green box and a blue circle '3'), and SourcePoint. Below the navigation bar is a secondary menu with tabs: Performance Metrics, Campus Reports (highlighted with a green box and a blue circle '4'), Accounting & Finance, Budgeting, Human Capital Management, Position budget management, and Long Term PBM Projects. On the left side, there is a vertical sidebar menu with options: Overview, Budget Summary (highlighted with a yellow box), Budget/Commitments/Actual... (highlighted with a yellow box), Payments, Actuals Trend (highlighted with a yellow box), Budget Trend, and Budget Dashboard. A blue circle '5' is placed to the left of this sidebar. In the main content area, there is a section titled 'Messages & Announcements' with a sub-section 'Supported Browsers for BI Reporting' listing: Microsoft Edge* (Updated Version), Microsoft Internet Explorer (IE11), Mozilla Firefox*, Google Chrome*, and Apple Safari*. Below this list, a red box highlights the link 'BI Browser Setting Instructions' with a blue circle '2' next to it. At the bottom of the page, there is a note: 'For access to all Business Intelligence reporting, please keep in mind you must be on your campus network or VPN. If you have any questions or experience any issues, please contact BITeam@passhe.edu.'

Variable Entry Screen

Variable Entry

Available Variants:




Save

Save As...

Delete

[Show Variable Personalization](#)

General Variables

	Variable [≠]	Current Selection		Description
*	Fiscal Year	2023		2023
	Funds Center (BCS) Group			
	Fund Centers - Single or Multiple Values ...	7011320300		

OK

Check

Variable Entry Screen

Variable Entry

Available Variants: Save Save As... Delete Show Variable Personalization

General Variables			
	Variable [≠]	Current Selection	Description
*	Fiscal Year	2023	2023
	Funds Center (BCS) Group		
	Fund Centers - Single or Multiple Values ...	7011320300	

OK Check

1 Search in the hierarchy

Is this your fund center?

Each Selection May be Changed

- Check Fiscal Year.
- Check Fund Center Number.
 - More than one may be entered by typing in and separating by semicolon ;
 - Email [Financial Planning & Analysis](#) if fund center(s) need to be **personalized**.
- Search for fund center or fund center groups in the hierarchy.

Select values for Funds Center (BCS) Group (ZBCSGROU)

- SSHE4BFC__000_0000 BCS Groups
 - SSHESSHE State System of Higher Education
 - SSHE70 Slippery Rock University of Pa
 - SSHE7010 President
 - SSHE7012 Public Relations
 - SSHE7013 Advancement
 - SSHE7014 Chief Diversity Officer
 - SSHE702002 Auxiliary
 - SSHE7030 Academic Affairs
 - SSHE703010 Provost Administration
 - SSHE703020 Academic Finance & Planning
 - SSHE703075 Academic Affairs Initiatives
 - SSHE703072 Academic Affairs Other
 - SSHE703080 College of Engineering & Science
 - SSHE/7011320300 COMPUTER SCIENCE
 - SSHE/7016320322 COMPUTER SCIENCE/STEM-H
 - SSHE/7016320324 COMPUTER SCIENCE
 - SSHE/7016320325 COMPUTER SCIENCE
 - SSHE/7011320900 PNG ENGINEERING
 - SSHE/7016320924 PNG ENGINEERING
 - SSHE/7016321124 ENGINEERING EQUIPMENT
 - SSHE/7016321125 ENGINEERING EQUIPMENT
 - SSHE/7013301299 MARKET GARDEN PROCEEDS - REVENUE
 - SSHE/7013158699 MACOSKEY CENTER CAMPS
 - SSHE/7011301200 MACOSKEY CENTER
 - SSHE/7016301224 MACOSKEY CENTER
 - SSHE/7016301225 MACOSKEY CENTER
 - SSHE/7011320100 BIOLOGY
 - SSHE/7016320122 BIOLOGY STEM-H
 - SSHE/7016320124 BIOLOGY
 - SSHE/7016320125 BIOLOGY
 - SSHE/7011320500 MATHEMATICS AND STATISTICS
 - SSHE/7016320524 MATHEMATICS AND STATISTICS
 - SSHE/7016320525 MATHEMATICS AND STATISTICS
 - SSHE/7011320600 PHYSICS/ENGINEERING
 - SSHE/7016320622 PHYSICS/ENGINEERING STEM-H
 - SSHE/7016320624 PHYSICS/ENGINEERING
 - SSHE/7016320625 PHYSICS/ENGINEERING
 - SSHE/7016320627 PHYSICS/ENGINEERING
 - SSHE/7013320899 CHEMISTRY LAB MANUALS
 - SSHE/7011320800 CHEMISTRY
 - SSHE/7016320822 CHEMISTRY STEM-H
 - SSHE/7016320824 CHEMISTRY

Change Order

3 Add

4 OK Cancel

Budget Summary Report

Slippery Rock Summary

Last Data Update: 04/12/2023 06:06:01

* Fund/Funds Center/CI Hierarchy 

Fund Funds Center Commitment Item Fiscal Period CItem Category

Variable Filters
 Fiscal Year
 Funds Center (BCS) Group

Dynamic Filters
 CI Category (FC)

				Overall Combined						
				▶ Current Budget	▶ Commitments	▶ Actuals	▪ Commitments & Actuals	▪ Remaining	▪ Remaining	
				\$	\$	\$	\$	\$	%	
Fund		Funds Center	Commitment Item							
7011001000	General Operating	7011203000	COUNSELING CENTER	▼ COMMITMENT ITEM HIERARCHY	14,680.56	6,605.68	4,906.40	11,512.08	3,168.48	21.6
				▼ Expenses	12,409.21	6,605.68	4,906.40	11,512.08	897.13	7.2
				▼ Personnel	488.00				488.00	100.0
				▼ Salaries & Wages	488.00				488.00	100.0
				▼ Student Employment	488.00				488.00	100.0
				▪ University Funded Student Employment	488.00				488.00	100.0
				▼ Non-Personnel	11,921.21	6,605.68	4,906.40	11,512.08	409.13	3.4
				▪ Non-Personnel	8,169.03				8,169.03	100.0
				▼ Operating	3,752.18	6,605.68	4,906.40	11,512.08	-7,759.90	-206.8
				▼ Other Expenses	3,752.18	6,605.68	4,906.40	11,512.08	-7,759.90	-206.8
				▶ Printing & Duplicating			54.91	54.91	-54.91	
				▶ Travel & Transportation	3,752.18		825.00	825.00	2,927.18	78.0
				▶ Professional Development			2,261.95	2,261.95	-2,261.95	
				▶ Computing & Data Processing		6,566.99		6,566.99	-6,566.99	
				▶ Supplies		38.69	1,764.54	1,803.23	-1,803.23	
				▼ Reserves	2,271.35				2,271.35	100.0
				▼ Operating Expense Reserves	2,271.35				2,271.35	100.0
				▪ Operating Expense Reserves	2,271.35				2,271.35	100.0

Budget Summary Report

Slippery Rock Summary

* Fund/Funds Center/CI Hierarchy
 * Fund/Funds Center/CI Hierarchy
 * Fund/Funds Center/CI Hierarchy w/ Personnel

Commitment Item Fiscal Period

Show All Values Show All Values Show All Values Show All Values

Dynamic Filters
 Fiscal Year: 2023
 CI Category (FC): Overall Combined
 Funds Center: SSHE/7011203000 COUNSELING CEN

What makes up my Current Budget?
EXPAND

What are Commitments?
EXPAND

How much budget do I have available to spend until the end of the year?
REMAINING

Fund Centers with REVENUE must use THIS REPORT VIEW

Want to see more or less detail?
EXPAND/CONTRACT

				Overall Combined	Current Budget	Commitments	Actuals	Commitments & Actuals	Remaining	Remaining
				\$	\$	\$	\$	\$	\$	%
7011001000	General Operating	7011203000	COUNSELING CENTER	COMMITMENT ITEM HIERARCHY	14,680.56	6,605.68	4,906.40	11,512.08	3,168.48	21.6
				Expenses	12,409.21	6,605.68	4,906.40	11,512.08	897.13	7.2
				Personnel	488.00				488.00	100.0
				Salaries & Wages	488.00				488.00	100.0
				Student Employment	488.00				488.00	100.0
				University Funded Student Employment	488.00				488.00	100.0
				Non-Personnel	11,921.21	6,605.68	4,906.40	11,512.08	409.13	3.4
				Non-Personnel	8,169.03				8,169.03	100.0
				Operating	3,752.18	6,605.68	4,906.40	11,512.08	-7,759.90	-206.8
				Other Expenses	3,752.18	6,605.68	4,906.40	11,512.08	-7,759.90	-206.8
				Printing & Duplicating			54.91	54.91	-54.91	
				Travel & Transportation	3,752.18		825.00	825.00	2,927.18	78.0
				Professional Development			2,261.95	2,261.95	-2,261.95	
				Computing & Data Processing		6,566.99		6,566.99	-6,566.99	
				Supplies		38.69	1,764.54	1,803.23	-1,803.23	
				Reserves	2,271.35				2,271.35	100.0
				Operating Expense Reserves	2,271.35				2,271.35	100.0
				Operating Expense Reserves	2,271.35				2,271.35	100.0

(SAP ZFM01 Budget Summary Report) CURRENT BUDGET - COMMITMENTS - ACTUALS = REMAINING

Budget Summary Report

Current Budget can be made up of Original Budget, Carry Forward of Commitments/Reserves from Prior year, Transfers

Commitments can be made up of Purchase Orders, Purchase Requests, Travel Requests, Funds Reservations that are not fully completed.

Overall Combined												
Commitment Item	Current Budget	CF from Prior FY	Original	Commitments	Purchase Order	CF from Prior FY	Original	Reduction	Actuals	Commitments & Actuals	Remaining	Remaining
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
▼ COMMITMENT ITEM HIERARCHY	14,680.56	3,969.56	10,711.00	6,605.68	6,605.68	146.03	6,688.72	-229.07	4,906.40	11,512.08	3,168.48	21.6
▼ Expenses	12,409.21	1,698.21	10,711.00	6,605.68	6,605.68	146.03	6,688.72	-229.07	4,906.40	11,512.08	897.13	7.2
▶ Personnel	488.00		488.00								488.00	100.0
▼ Non-Personnel	11,921.21	1,698.21	10,223.00	6,605.68	6,605.68	146.03	6,688.72	-229.07	4,906.40	11,512.08	409.13	3.4
▪ Non-Personnel	8,169.03	146.03	8,023.00								8,169.03	100.0
▼ Operating	3,752.18	1,552.18	2,200.00	6,605.68	6,605.68	146.03	6,688.72	-229.07	4,906.40	11,512.08	-7,759.90	-206.8
▼ Other Expenses	3,752.18	1,552.18	2,200.00	6,605.68	6,605.68	146.03	6,688.72	-229.07	4,906.40	11,512.08	-7,759.90	-206.8
▼ Printing & Duplicating									54.91	54.91	-54.91	
▪ Printing & Duplicating									54.91	54.91	-54.91	
▼ Travel & Transportation	3,752.18								825.00	825.00	2,927.18	78.0
▪ Travel & Transportation	3,752.18										3,752.18	100.0
▪ General Travel									750.00	750.00	-750.00	
▪ Training/Develop Travel (attending conferences)									75.00	75.00	-75.00	
▼ Professional Development									2,261.95	2,261.95	-2,261.95	
▪ Conference/Seminar Registration Fee									2,261.95	2,261.95	-2,261.95	
▼ Computing & Data Processing				6,566.99	6,566.99		6,566.99			6,566.99	-6,566.99	
▪ Software				6,566.99	6,566.99		6,566.99			6,566.99	-6,566.99	
▼ Supplies				38.69	38.69	146.03	121.73	-229.07	1,764.54	1,803.23	-1,803.23	
▪ Office Supplies				38.69	38.69	146.03	79.93	-187.27	187.27	225.96	-225.96	
▪ Equipment (noncapital)							41.80	-41.80	41.80	41.80	-41.80	
▪ Maintenance Supplies									1,535.47	1,535.47	-1,535.47	
▶ Reserves	2,271.35	2,271.35									2,271.35	100.0

Use Arrows to EXPAND/CONTRACT Hierarchy

Budget/Actual/Commitment Detail Report

Budget Commitments Non-Personnel Expenses Student Employment Travel

Slippery Rock Commitments

Last Data Update:

* Funds Center w/Detail

Fund Funds Center Commitment Item Transaction Type Status
 Show All Values Show All Values Show All Values Show All Values Not Complete

Variable Filters Dynamic Filters
 Fiscal Year: 2023 Status: Not Complete
 Fund Centers - Single or Multiple Values (;): 7011203000 COUNSE

The Status categories may include detail lines for both Purchase Requisition and resulting Purchase Order documents, these are not intended to be reviewed as a summarized total.

											Not Complete	
											▶ Original & Carryforward ^{△=}	▪ Balance (Open Commitments) ^{△=}
											\$	\$
Funds Center [△]	Commitment Item [△]	Vendor [△]	Posting Date [△]	Req/Reserve Number [△]	Document Number [▽]	Item [△]	Text [△]					
7011203000	COUNSELING CENTER	620200 Software	81000488 Point and Click Solutions, Inc.	04/07/2022	10744735	4500666360	2	SOFTWARE LICENSE SUBSCRIPTION AND SUPPOR	6,566.99			6,566.99
		660100 Office Supplies	81000060 Amazon Capital Services, Inc.	02/18/2022	10743603	4500662352	2	LOCKWAYS MAGNETIC DRY ERASE BOARD, 36 X	38.69			38.69

Budget/Actual/Commitment Detail Report

COMMITMENTS – Detailed list of all open commitments.

NON-PERSONNEL – Detailed list of all “ACTUAL” Non-Personnel expenses.

Student Employment & Travel detail is also included in the Non-Personnel tab.

EXPORT any BI report to Excel or PDF for sharing.

The screenshot shows the 'Slippery Rock Commitments' report interface. At the top, there are tabs for Budget, Commitments, Non-Personnel Expenses, Student Employment, and Travel. Below the tabs, there are several filter dropdowns: Fund (set to 'Show All Values'), Funds Center (set to 'Show All Values'), Commitment Item (set to 'Show All Values'), Transaction Type (set to 'Show All Values'), and Status (set to 'Not Complete'). A callout box points to these filters, stating: 'FILTER the Commitment Report for: STATUS, TYPE, Commitment Item (GL Account), Fund Center, Fund'. Below the filters, there are 'Variable Filters' (Fiscal Year: 2023, Fund Centers: 7011203000 COUNSEL) and 'Dynamic Filters' (Status: Not Complete). A callout box points to the 'EXPORT' icon in the toolbar, stating: 'EXPORT any BI report to Excel or PDF for sharing.'. At the bottom, a table displays commitment details with columns for Funds Center, Commitment Item, Vendor, Posting Date, Req/Reserve Number, Document Number, Item, Text, and two columns under 'Not Complete': 'Original & Carryforward' and 'Balance (Open Commitments)'. A callout box points to the 'Balance (Open Commitments)' column, stating: 'BALANCE ties to the total Commitments in budget.'.

								Not Complete	
								Original & Carryforward	Balance (Open Commitments)
								\$	\$
Funds Center	Commitment Item	Vendor	Posting Date	Req/Reserve Number	Document Number	Item	Text		
7011203000	COUNSELING CENTER	620200 Software	04/07/2022	10744735	4500666360	2	SOFTWARE LICENSE SUBSCRIPTION AND SUPPOR	6,566.99	6,566.99
		660100 Office Supplies	02/18/2022	10743603	4500662352	2	LOCKWAYS MAGNETIC DRY ERASE BOARD, 36 X	38.69	38.69

BALANCE ties to the total Commitments in budget.

- ★ This is the same detail as “double clicking” or “drilling into” SAP data.
- The report is a simplified, all-inclusive list, without subtotaling the + in / - out of accounting entries.
- All BI reports are easily exported to Excel or PDF for sharing.

Actual Trend Report (5 Years)

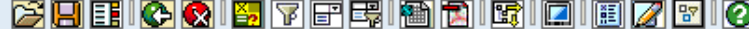
YTD Actuals Trend

FY Actuals Trend

Slippery Rock FY Trend

Last Data Update: 04/18/2023 06:05:11

*Fund/Funds Center/Commitment Item



Fund: Show All Values |
 Funds Center: Show All Values |
 Commitment Item: Show All Values |
 Fiscal Period: Show All Values |
 CItem Category: Expenses & Transfers

Variable Filters: Fund Centers - Single or Multiple Values (;) 7011203000 COUNSE
 Dynamic Filters: CI Category (FC) Expenses & Transfers
 Fiscal Year Structure !Prior 2 FYVariance; !Prior 2 FYVariance

				Expenses & Transfers							
					Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	CFYTD: 2023	
					\$	\$	\$	\$	\$	\$	
Fund	Funds Center	Commitment Item									
7011001000	General Operating	7011203000	COUNSELING CENTER	▼ COMMITMENT ITEM HIERARCHY	COMMITMENT ITEM HIER	19,959	15,762	17,385	13,616	10,366	4,946
				▼ Expenses		19,959	15,762	17,385	13,616	12,117	4,946
				▼ Personnel		7,708	8,000	8,220	7,950		
				▶ Salaries & Wages		7,728	8,000	8,220	7,929		
				▶ Incremental Benefits		-21			22		
				▼ Non-Personnel		12,251	7,762	9,165	5,665	12,117	4,946
				▼ Operating		12,251	7,762	9,165	5,665	12,117	4,946
				▼ Other Expenses		12,251	7,762	9,165	5,665	12,117	4,946
				▶ Postage/Freight		9	0				
				▶ Subscriptions		215					
				▶ Memberships		1,010	260			1,722	
				▶ Printing & Duplicating		946	623	154	1,244	26	55
				▶ Travel & Transportation		3,915	2,973	378	132	1,440	825
				▶ Professional Development		516	550	970	315		2,262
				▶ Computing & Data Processing			1,665	1,615	1,700	8,011	
				▶ Professional Services & Honoraria			200				
				▶ Custodial, Security & Other Services		1,200					
				▶ Supplies		4,174	1,430	5,978	2,274	918	1,804
				▶ Food Supplies		267	60	70			26
				▶ Transfers-In						-1,751	

Actual Trend Report (5 Years)

YTD Trend is each year's expenses as of today's date: MM/DD/YY

FY Trend is the total prior year's expenses, and this year to date.

Slippery Rock FY Trend

*Fund/Funds Center/Commitment Item

Fund: Show All Values | Funds Center: Show All Values | Commitment Item: Show All Values | CItem Category: Expenses & Transfers | Category: Expenses & Transfers

Variable Filters: Fund Centers - Single or Multiple Values (;) 7011203000 COUNSE | Dynamic Filters: CI Category (FC) Expenses | Fiscal Year Structure: Prior 2 FY

Fund Centers with REVENUE must use THIS REPORT FILTER

As of June 30, XXXX | July 1 to Today

		Expenses & Transfers					CFYTD: 2023
		Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	
		\$	\$	\$	\$	\$	\$
HIER		19,959	15,762	17,385	13,616	10,366	4,946
	Overall Combined (w/ Personnel)	19,959	15,762	17,385	13,616	12,117	4,946
	Expenses						
	Personnel	7,708	8,000	8,220	7,950		
	Salaries & Wages	7,728	8,000	8,220	7,929		
	Incremental Benefits	-21			22		
	Non-Personnel	12,251	7,762	9,165	5,665	12,117	4,946
	Operating	12,251	7,762	9,165	5,665	12,117	4,946
	Other Expenses	12,251	7,762	9,165	5,665	12,117	4,946
	Postage/Freight	9	0				
	Subscriptions	215					
	Memberships	1,010	260			1,722	
	Printing & Duplicating	946	623	154	1,244	26	55
	Travel & Transportation	3,915	2,973	378	132	1,440	825
	Professional Development	516	550	970	315		2,262
	Computing & Data Processing		1,665	1,615	1,700	8,011	
	Professional Services & Honoraria		200				
	Custodial, Security & Other Services	1,200					
	Supplies	4,174	1,430	5,978	2,274	918	1,804
	Food Supplies	267	60	70			27
	Transfers-In					-1,751	

5-Year Trend of Actual Expenses in one simplified snapshot

Training Resources

[Financial Planning & Analysis SRU Website](#)

- [Business Intelligence Reports](#) - Instructions for general navigation of departmental budget documentation using SAP BI (Business Intelligence) reports.
- [SAP Budget Documents](#) - Instructions for pre-posting a budget transfer document and creating or changing a funds reservation in SAP.
- [Fund Center Structure in SAP](#) - Explanation of Fund and Fund Center numbering in SAP.

[Accounting Services SRU Website](#)

- [BOG Procedure/Standard Expenditure of Public Funds](#)
- [SRU Supplemental Policy Expenditure of Public Funds](#)

[Budget & Fiscal Planning SharePoint](#)

- Annual Operating Budget Process for Budget Managers & Administrative Support.

[Human Resources Professional Development Workshops](#)

- [SAP Budget Fundamentals](#) – Fall & Spring hands-on workshops – Understanding departmental budget reports in SAP and SAP Business Intelligence (BI) and steps to processing budget transfers.