



Verify Budget data

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Budget data is extracted from Finance for applicable funds. The totals include entries made into the system until the end of October. It is recommended that all budget amendments be entered by the PEIMS Fall Snapshot date, which is the last Friday in October.

The screenshot shows the 'GENERAL LEDGER ACCOUNT SUMMARY' interface. At the top, there are navigation tabs: 'GENERAL LEDGER INQUIRY', 'GENERAL LEDGER ACCOUNT SUMMARY' (selected), 'EMPLOYEE DISTRIBUTION LIST INQUIRY', and 'OVER EXPENDED ACCOUNT SUMMARY'. Below the tabs are several checkboxes: 'Processed' (checked), 'Current Period: 09' (checked), 'Next Period: 09' (checked), 'Balance Accounts Only' (unchecked), 'Include Fund Totals' (unchecked), and 'Exclude Objects 61XX' (unchecked). The 'Account Code' field is populated with: Fund: XXX, Func: XX, Obj: XXXX, Subj: XX, Org: XXX, Prog: X, XX, X, XX. There are 'Retrieve' and 'Reset' buttons. Below the form is a table with columns: 'Account Number', 'Description', 'Est Revenue/ Appropriation', 'Encumbrance', 'Rtzd Revenue/ Expenditure', and 'Balance'. The table contains five rows of salary-related data. A black arrow points to the 'ISD' field in the 'Inquiry Information for All Accounts' section, which shows 'XXX XX XXXX XX XXX X XX XX'.

Account Number	Description	Est Revenue/ Appropriation	Encumbrance	Rtzd Revenue/ Expenditure	Balance
199 11 6119 00 001 6 11 0 00	SALARIES - TEACHER & PROFESS	-4,457,469.00	0.00	-5,368.80	-4,462,837.80
199 11 6119 00 001 6 22 0 00	SALARIES - TEACHER & PROFESS	0.00	0.00	0.00	0.00
199 11 6119 00 001 6 23 0 00	SALARIES - TEACHER & PROFESS	-307,200.00	0.00	0.00	-307,200.00
199 11 6119 00 001 6 24 0 00	PROFESSIONAL SALARY	-121,830.00	0.00	0.00	-121,830.00
199 11 6119 00 001 6 25 0 00	SALARIES	-1,000.00	0.00	0.00	-1,000.00

The following budget data is reported:

- Fund (199, 240, and 599)
- Function
- Object
 - Report 5XXX-8XXX
 - 61XX are collapsed into 6100, 62XX into 6200, 63XX into 6300, etc.
- Organization
- Fiscal Year
- Program Intent
- Amount
- Begin & End Date (time/date stamp assigned at the time of data entry; not the transaction date)