

Department Budget Table

Position Setup

Department Budget Table - Position Level (Alternate Funding Source)

The default funding source is specified for all positions by a department funding pool. If payroll charges need to be distributed to an alternate funding source you can specify the alternate chartfield string(s) by setting up a DBT Position Level entry. Use the DBT Position level:

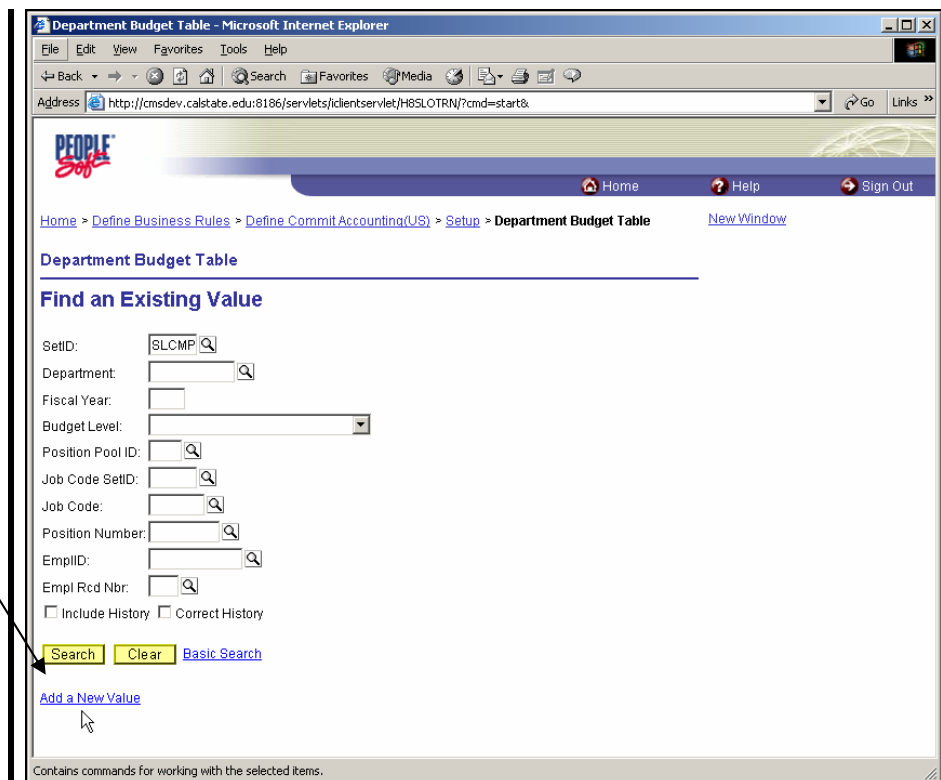
- 1) When you want to distribute payroll charges, for one position, to an alternate chartfield string. (If you have MORE THAN ONE position to distribute to the alternate chartfield string, then you should set up a new Pool instead of using a Position level distribution.)
- 2) When the alternate Chartfield distribution is permanent and has no ending date. At year end, the Position Level entries on the DBT will be included in the DBT Year End Roll process and will be rolled to the new fiscal year. (If your alternate distribution has an ending date use the assignment level instead.)

Work Study positions are always set up at the Position level because the distribution of 25/75 split (between the department chartfield string and the federal chartfield string) is always different from the pool distribution which charges 100% department chartfield string.

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1. At the "Find an Existing Value" panel, click on "Add a New Value"



2. At the "Add a New Value" panel, enter in data for:

- a) Department: Deptid on the position
- b) Fiscal Year
- c) Budget Level: Position
- d) Position Number

***Click on "Add"**

3. Go to the "Dept Budget Earnings tab."

***Under the "Level" Section:**

a) Enter Effective Date: 07/01/(Current FY) or the date that you want the alternate funding to begin.

b) Enter Status: Active

4. Under the Earnings Distribution Section:

- a) Enter Sequence: 1
- b) Enter Account Code:
DeptID-Fund-Account-P/G
- c) Enter % Distribution

Department Budget Table - Microsoft Internet Explorer

Address: http://cmsdev.calstate.edu:8186/servlets/ident/servlet/H8SL0TRN?cmd=start&

Home > Define Business Rules > Define Commit Accounting(US) > Setup > Department Budget Table

Dept Budget Date Dept Budget Earnings CSU Dept Budget Adjustment Dept Budget Deductions Dept Budget Taxes

SetID: SLCMP Department: 100100 CAGR-Agriculture Educ & Corrm Fiscal Year: 2002

Budget Begin Date: 07/01/2002 Offset Group: DEFLT Budget Cap

Budget End Date: 06/30/2003 Per Budget Level Per Earn/Tax/Ded

Level View All First 1 of 1 Last

Department Position Pool Jobcode Position Appointment

Position Number: 00004757 Student Assistant

Effective Date: 07/01/2002 Status: Active Budget Earnings Level Cap: 0.00 Currency: USD

Earnings Distribution View All First 1 of 2 Last

Earnings Code: SEQ: 1 % Effort:

Account Code: 100100-AD202-602001 WkStdy On-Of-AG EDUC & COMM

Account: 602001 Department: 100100 Project/Grant:

Product: Fund: AD202 Program:

Class: Affiliate: Operating Unit:

Alt. Account:

Budget Amount: 0.000 Distrb %: 25.000 Funding End Date:

4. Optional - for split funding enter a New Row by hitting the + Key to specify the additional AccountCodes and percentages

- a) Enter Sequence: 1
- b) Account Code:
DeptID-Fund-Account-P/G
- c) % Distribution:
(the total of all rows you enter here in the Earning Dist Section must = 100%)

***Hit "Save"**

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Home > Define Business Rules > Define Commit Accounting(US) > Setup > Department Budget Table

Budget Begin Date: 07/01/2002 Offset Group: DEFLT Budget Cap

Budget End Date: 06/30/2003 Per Budget Level Per Earn/Tax/Ded

Level View All First 1 of 1 Last

Department Position Pool Jobcode Position Appointment

Position Number: 00004757 Student Assistant

Effective Date: 07/01/2002 Status: Active Budget Earnings Level Cap: 0.00 Currency: USD

Earnings Distribution View All First 1 of 2 Last

Earnings Code: SEQ: 1 % Effort:

Account Code: 100100-MD001-602001 WkStdy On-WS-AG EDUC & COMM

Account: 602001 Department: 100100 Project/Grant:

Product: Fund: MD001 Program:

Class: Affiliate: Operating Unit:

Alt. Account:

Budget Amount: 0.000 Distrb %: 75.000 Funding End Date:

Save Return to Search Next in List Previous in List Add Update/Cancel Include History Connect History

Dept Budget Date | Dept Budget Earnings | CSU Dept Budget Adjustment | Dept Budget Deductions | Dept Budget Taxes | Dept Budget Actuals