



GL Funds Available Dashboard Page

The GL Funds Available dashboard page allows you to view financial information at the summary level for a Cost Center.

Use GL Funds Available for:

- To view Cost Center level summary of Income Statement totals (Revenue-Expense view)
- To view Cost Center level summary of actual activity compared to budget (Traditional view)
- To drilldown to income statement or totals by object code.
- To view transactions for Cost Center or object code within a cost center
- To view detail behind transactions related to PEDS activity, Student Accounting detail or Grants Revenue transactions.

Term	Definition
Period	<i> (Asterisk) indicates this is a required field; defaults to latest open period.</i> The accounting period.
ENT Parent Level	<i> (Asterisk) indicates this is a required field; defaults to R (reporting parent).</i> The parent level (letter) of the Entity hierarchy.
SRC Parent Level	The parent level (letter) of the Source hierarchy.
ORG Parent Level	The parent level (letter) of the Organization hierarchy.
ACTV Parent Level	The parent level (letter) of the Activity hierarchy.
OBJ Parent Level	The parent level (letter) of the Object hierarchy.
ENT Parent #/Desc	<i> (Asterisk) indicates this is a required field; defaults to RO (Operating entities).</i> The Entity parent number with description.
SRC Parent #/Desc	The Source parent number with description.
ORG Parent #/Desc	The Organization parent number with description.
ACTV Parent #/Desc	The Activity parent number with description.
OBJ Parent #/Desc	The Object parent number with description.
Entity	A specific Entity value(s).

For additional information: refer to OBI Navigation and OBI Reporting Fundamentals courses available through Professional Development Program: <https://www.ohio.edu/hr/professional-development/courses>

Other OBI quick reference guides are available at <https://www.ohio.edu/finance/systems/obi-training> :

Term	Definition
Source	A specific Source value(s).
Organization	A specific Organization value(s).
Activity	A specific Activity value(s).
Object	A specific Object value(s).
Foundation ID	Common four-digit ID used to group related OUF source values.
Sources to Include	<p><i> (Asterisk) indicates this is a required field; defaults to All Sources.</i></p> <p>In conjunction with the other criteria, this prompt further limits results to:</p> <p>All Sources – displays all cost centers that match the other prompt criteria</p> <p>GL Only – displays only cost centers that are tracked directly in GL</p> <p>Grants Only - displays only cost centers that are tracked directly through Grants</p>
Grants Award Category	Allows the user to only see sources used with certain types of Grants awards: Capital/Cost Share/Internal Award/Sponsored/Unrestricted

Selecting a Specific Cost Center/Object Code

The screenshot shows the 'Finance' application interface. The 'GL Funds Available' section is active, displaying various prompts for filtering data. A red box highlights the following filters:

- Entity:** is greater than 10
- Source:** is equal to / is in 140000
- Organization:** is LIKE (pattern match) 660%%%
- Activity:** is equal to / is in --Select Value--
- Object:** is not equal to / is not in 709610

Other visible prompts include: * Period (AUG2021-22), * ENT Parent Level (R), * ENT Parent #/Desc (RO OPERATING ENTITIES), SRC Parent Level, ORG Parent Level, ACTV Parent Level, OBJ Parent Level, Foundation ID, * Sources to Include (All Sources), and Grants Award Category.

1. Select **Period(s)**.
2. Enter **Segment Value** or multiple segment values. The down arrow allows you to select multiple segment values. If you need additional options, click More/Search at the bottom of the drop down.
 - a. The following selection criteria is available on the segment value prompts:
 - i. **is equal to / is in** – This is the default selection. Results will include only records where the data in the column matches the value in the filter.
 - Example - in the query shown above, the report will return only sources equal to 140000
 - ii. **is not equal to / is not in** – Results will include only records where the data in the column does not match the value in the filter.
 - Example - in the query shown above, the report will return all object codes except 709610
 - iii. **is less than** – Results will include only records where the data in the column is less than the value in the filter.
 - iv. **is greater than** – Results will include only records where the data in the column is greater than the value in the filter.
 - Example - in the query shown above, the report will return only entities greater than 10.

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- v. **is less than or equal to** – Results will include only records where the data in the column is less than or the same as the value in the filter.
- vi. **is greater than or equal to** – Results will include only records where the data in the column is greater than or the same as the value in the filter.
- vii. **is null** – The operator tests only for the absence of data in the column. Results will include only records where there is no data in the column.
- viii. **is not null** – The operator tests only for the presence of data in the column. Results will include only records where there is data in the column.
- ix. **is ranked first** – Not applicable to this dashboard. Do not use.
- x. **is ranked last** – Not applicable to this dashboard. Do not use.
- xi. **is LIKE (pattern match)** – Requires the use of a percent sign character (%) as a wild card character. Results will include only records where the data in the column matches the pattern value in the filter.
 - Example - in the query shown above where the search criteria for the organization is LIKE (pattern match) 660%%%, the report will return only organizations that begin with 660.
 - The % wildcard symbol can be used in any position within the segment value. For example, if you wanted to see all organizations that begin with 14 and end with 0, you would enter this as “is LIKE (pattern match) 14%%%0”.
- xii. **is not LIKE (pattern match)** – Requires the use of a percent sign character (%) as a wild card character. Results will include only records where the data in the column does not match the pattern value in the filter.
 - Example - if you wanted to see all organizations except those that begin with 150, you would enter this as “is not LIKE (pattern match) 150%%%”.

Note – when using selection criteria other than the default “is equal to/is in”, it is recommended that you use these conditions in combination with the hierarchy prompts (see section below for more information about hierarchy prompts). For example, if you wanted to view all organizations in Arts & Sciences, except 100000, your search criteria should be:

ORG Parent Level	C	ORG Parent #/Desc	C10000 ARTS AND SCIENCE	Organization	is not equal to / is not in	100000
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Selecting Cost Centers Using the Hierarchy Prompts

Each segment in the GL chart of accounts leverages a Hierarchy structure. Use the Hierarchy prompts in the middle to pull data specific to a hierarchy level.

To view all Gift Cost Centers at the Planning Unit level:

To select a planning unit, select **ORG Segment Value Level “C”** with **ORG PARENT & Description: C11000 BUSINESS** to display all the cost centers that roll up to the College of Business. [Common Org Hierarchy breakdown: C = Planning Unit, D = Extension Campus (if applicable to the Planning Unit), E = Department]

To see only Gift sources, select **SRC Segment Value Level “E”** for the **SRC PARENT & Description: E42000 GIFTS**.

Prompts										
* Period	AUG2021-22	* ENT Parent Level	R	* ENT Parent #/Desc	RO OPERATING ENTITIES	Entity	is equal to / is in	--Select Value--	Foundation ID	--Select Value--
SRC Parent Level	E	SRC Parent #/Desc	E42000 GIFTS (TR)	Source	is equal to / is in	--Select Value--	* Sources to Include	All Sources	Grants Award Category	--Select Value--
ORG Parent Level	C	ORG Parent #/Desc	C11000 BUSINESS	Organization	is not equal to / is not in	--Select Value--	Activity	is equal to / is in	--Select Value--	
ACTV Parent Level	--Select Value--	ACTV Parent #/Desc	--Select Value--	Object	is not LIKE (pattern match)	--Select Value--				
OBJ Parent Level	--Select Value--	OBJ Parent #/Desc	--Select Value--							

Apply Reset

Viewing Dashboard Results

Revenue Expense View: Income statement activity for the cost center for the chosen period

- Net Activity = Revenue + Expenses + Transfers
- Beginning Balance = Beginning Fund Balance
- Ending Balance = Net result for a Cost Center including Fund Balance

GL Funds Available																
Select View Revenue Expense ▼																
Period APR 2019-19																
Cost Center	Entity	ENT Desc	Source	SRC Desc	Organization	ORG Desc	Activity	ACTV Desc	Grants Source Flag	YTD Revenues	YTD Expenses	YTD Transfers	Net Activity	Beg Balance	Ending Bal	
10-100000-830100	10	GENERAL	100000	UNRESTRICTED	830100	BUDGET OFFICE	0000	UNSPECIFIED	N	0.00	289,825.09	0.00	289,825.09	0.00	289,825.09	
Period: APR 2019-19										0.00	289,825.09	0.00	289,825.09	0.00	289,825.09	
ENT Parent Level: R		SRC Parent Level: Not Selected		ENT Parent #/Desc: RO OPERATING ENTITIES		Entity: 10		Foundation ID: Not Selected								
ORG Parent Level: Not Selected		ACTV Parent Level: Not Selected		SRC Parent #/Desc: Not Selected		Source: 100000										
OBJ Parent Level: Not Selected		OBJ Parent #/Desc: Not Selected		ORG Parent #/Desc: Not Selected		Organization: 830100										
				ACTV Parent #/Desc: Not Selected		Activity: 0000										
				OBJ Parent #/Desc: Not Selected		Object: Not Selected										

Refresh - Print - Export

Traditional View: Net Income statement activity for a cost center for a chosen period compared to budget

- Remaining Balance = Budget - YTD Actuals

GL Funds Available													
Select View Traditional ▼													
Period SEP 2019-20													
Cost Center	Organization	ORG Desc	Entity	ENT Desc	Source	SRC Desc	Activity	ACTV Desc	Grants Source Flag	Current Budget	PTD Actuals	YTD Actuals	Remaining Balance
10-100000-830100	830100	BUDGET OFFICE	10	GENERAL	100000	UNRESTRICTED	0000	UNSPECIFIED	N	451,838.34	0.00	30,434.62	421,403.72
										451,838.34	0.00	30,434.62	421,403.72
Period: SEP 2019-20		ENT Parent Level: R		ENT Parent #/Desc: RO OPERATING ENTITIES		Entity: 10		Foundation ID: Not Selected					
		SRC Parent Level: Not Selected		SRC Parent #/Desc: Not Selected		Source: 100000		Sources to Include: All Sources					
		ORG Parent Level: Not Selected		ORG Parent #/Desc: Not Selected		Organization: 830100		Grants Award Category: Not Selected					
		ACTV Parent Level: Not Selected		ACTV Parent #/Desc: Not Selected		Activity: 0000							
		OBJ Parent Level: Not Selected		OBJ Parent #/Desc: Not Selected		Object: Not Selected							

Refresh - Print - Export

Can include the following columns to either view of the dashboard: Cost Center w/Actv, Cost Center w/Actv Fnc, Function, FNC Desc, and Award Category DFF. You can also include any of the Columns shown in either view.

Drilldowns on Cost Center

In either view (Traditional or Revenue Expense), **click** on Cost Center (blue text) to display Action Links and drill down to Cost Center Income Statement, Object Summary, Object Summary W Actv, or Object Summary W Actv, Fnc.

Cost Center	Organization	ORG Desc	Entity
10-100000-830100	830100	BUDGET OFFICE	10
Cost Center Income Statement			
Period: APR 2019			
Object Summary			
Object Summary W Actv			
Object Summary W Actv, Fnc			

Refresh - Print - Export

Drill to Cost Center Income Statement

- Drilldown to transaction level detail by clicking blue text
- Use breadcrumbs to navigate back

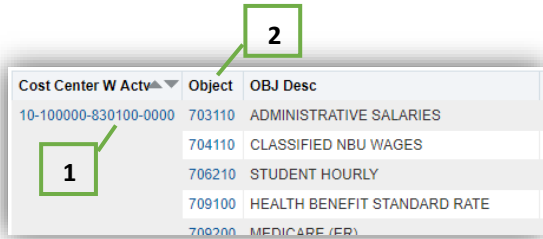
	YTD Actuals
▶ ADMINISTRATIVE SALARIES (D70300)	218,568.41
▶ CLASSIFIED NBU SALARIES (D70400)	0.00
▶ STUDENT SALARIES (D70600)	0.00
▼ SALARIES & WAGES (C70000)	218,568.41
▶ BENEFIT CHARGES ON SALARIES (D70910)	34,300.42
▶ PAYROLL TAX EXPENSE (D70920)	3,030.41
▶ EMPLOYER PAID BENEFITS (D70930)	31,745.10
▼ BENEFITS (C70900)	69,075.93
▼ COMPENSATION (B70000)	287,644.34
▶ SUPPLIES AND SERVICES (B71000)	2,083.50
▶ PROFESSIONAL SERVICES (B72000)	81.25
▶ OTHER OPERATING EXPENSE (B77000)	16.00
▼ EXPENSES (R70000)	289,825.09
Net Income	289,825.09

Object Summary Drilldowns: View Transaction totals and encumbrances at Object Code level using one of the three different cost center options.

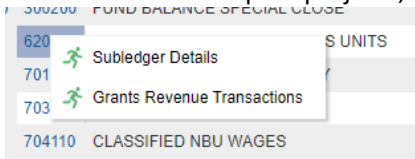
1. Object Summary – Allows you to drill down to transaction detail by Entity-Source-Organization.
2. Object Summary W Actv – Allows you to drill down to transaction detail by Entity-Source-Organization-Activity.
3. Object Summary W Actv, Fnc – Allows you to drill down to transaction detail by Entity-Source-Organization-Activity-Function.

Cost Center W Actv	Object	OBJ Desc	Current Budget	PTD Actuals	YTD Actuals	Open Encumbrances	YTD Available Balance	YTD Budget Vs Actual Variance
10-100000-830100-0000	703110	ADMINISTRATIVE SALARIES	329,063.05	0.00	22,976.25	0.00	306,086.80	306,086.80
	706210	STUDENT HOURLY	9,736.00	0.00	0.00	0.00	9,736.00	9,736.00
	709100	HEALTH BENEFIT STANDARD RATE	54,840.12	0.00	3,427.50	0.00	51,412.62	51,412.62
	709200	MEDICARE (ER)	4,912.58	0.00	314.43	0.00	4,598.15	4,598.15
	709510	RETIREMENT CONTRIBUTIONS	47,431.87	0.00	3,216.66	0.00	44,215.21	44,215.21
	709610	WORKERS COMPENSATION	2,503.72	0.00	169.78	0.00	2,333.94	2,333.94
	711110	ADVERTISING	0.00	0.00	330.00	0.00	(330.00)	(330.00)
	711510	OFFICE SUPPLIES	101.00	0.00	0.00	0.00	101.00	101.00
	713225	COMPUTER HARDWARE - LAPTOP	2,000.00	0.00	0.00	0.00	2,000.00	2,000.00
	718150	LODGING - DOMESTIC	1,250.00	0.00	0.00	0.00	1,250.00	1,250.00
Grand Total			451,838.34	0.00	30,434.62	0.00	421,403.72	421,403.72

Drilldowns to View Transactions



1. Click on Cost Center (in blue text) to view all transactions for the Cost Center.
2. Click on the Object Code (in blue text) to view transactions for selected Object code.
 - If you select an object code used for posting Grants sponsored revenue or funding transfers to support internal award or capital projects, you will also have the option to drilldown to Grants Revenue:



Subledger Details (Transaction) drilldowns

The Funds Available View XLA Details Export displays all of the transactions posted to your selected Cost Center or Object Code.

Funds Available View XLA Details Export						
Period JUL 2017-18 Cost Center 10-100000-830100 Cost Center Desc GENERAL - UNRESTRICTED - BUDGET OFFICE - UNSPECIFIED - GENERAL ADMINISTRATION						
Account	OBJ #/Desc	Effective Date	JE Header Name	JE Source Name	JE Category Name	Description
10-100000-830100-0000-80-703110	703110 ADMINISTRATIVE SALARIES	07/15/2017	PAYEXP 10-JUL-2017 06:00:37 737; Pay Ending 15-JUL-17 INTERFACE USD	PAYEXP	INTERFACE	PAYEXP 10-JUL-2017 06:00:37 737; Pay Ending 15-JUL-17
10-100000-830100-0000-80-703110	703110 ADMINISTRATIVE SALARIES	07/31/2017	PAYEXP 25-JUL-2017 03:40:29 777; Pay Ending 31-JUL-17 INTERFACE USD	PAYEXP	INTERFACE	PAYEXP 25-JUL-2017 03:40:29 777; Pay Ending 31-JUL-17
10-100000-830100-0000-80-709100	709100 HEALTH BENEFIT STANDARD RATE	07/15/2017	PAYEXP 10-JUL-2017 06:00:37 737; Pay Ending 15-JUL-17 INTERFACE USD	PAYEXP	INTERFACE	PAYEXP 10-JUL-2017 06:00:37 737; Pay Ending 15-JUL-17

The transactions are grouped by period and account. Additional columns you can include: posted date, segment #/descriptions.

From this display, you may drilldown to display additional transactional details.

Account	Period	Effective Date	JE Header Name	JE Header Description	JE Source Name	JE Category Name	Description	Vendor Name	Accounted Net
10-100000-100130-1277-10-706110	SEP 2019-20	09/15/2019	PAYEXP 2019-09-09 15:53:48 901; PAY ENDING: 15-SEP-19 INTERFACE USD	PAYEXP 2019-09-09 15:53:48 901; PAY ENDING: 15-SEP-19	PAYEXP	INTERFACE	PAYEXP 2019-09-09 15:53:48 901; PAY ENDING: 15-SEP-19		36,583.50

1. If the Account is shown in blue text, you may be able to drilldown to PEDS data for PAYEXP transactions (for users with PEDS access) or Student Accounting data for PEOPLESOFT transactions (for users with Bursar dashboard access).
2. The JE Header Name (shown in blue) will allow you to view the complete Journal Entry.

PEDS Data

Transaction Date	Check Date	Entity	Source	Organization	Activity	Function	Object	Element Full Name	Employee Number	Full Name	Original Net	Transfer Net	Current Net
09/15/2019	09/15/2019	10	100000	100130	1277	10	706110	Grad Student Pay			906.00	0.00	906.00
											843.50	0.00	843.50
											906.00	0.00	906.00
											906.00	0.00	906.00
											906.00	0.00	906.00

Student Accounting Data

This page displays the same data that you would find on the Bursar dashboard pages.

Term Code	Term Descr	Entity	Source	Organization	Activity	Function	Object	Line Descr	Amount	Subject	Catalog Nbr	EMPLID	PID	Pref/Pri Full Name	SF Ext Org ID	Ext Org Descr	Day
2197	Summer Semester 2018-19	10	100000	530365	0000	10	706130	NQPI Operating	750.00								07/12/2019
2197	Summer Semester 2018-19	10	100000	530365	0000	10	706130	NQPI Operating	750.00								07/12/2019
2197	Summer Semester 2018-19	10	100000	530365	0000	10	706130	NQPI Operating	750.00								07/12/2019

Grants Revenue Drilldown

From the Object Summary, the Grants Revenue drilldown will include grants revenue transactions or funding entries (internal funds for cost share awards, internal awards or capital projects) when either the funding accounts or revenue accounts match the selected Cost Center and Object code:

Awd #	Draft Revenue #	Period	Funding/UBR Account	Funding/UBR Amount	Unearned Revenue Amount	PTA	Event Description	Revenue Amount	Account
1130701	20	JUL 2019-20	10-100000-000000-0000-00-121010	2,223.65	0.00	11223-17-1130701	11223-17 - 706210 STUDENT HOURLY- 1377 Currency	(1,376.87)	10-441900-200400-0000-00-421100
							11223-17 - 709200 MEDICARE (ER)- 19 Currency	(19.96)	10-441900-200400-0000-00-421100
							11223-17 - 709510 RETIREMENT CONTRIBUTION-194 Currency	(192.76)	10-441900-200400-0000-00-421100
							11223-17 - 709610 WORKERS COMPENSATION- 10 Currency	(10.16)	10-441900-200400-0000-00-421100
							11223-17 - BEN F&A- 840100 PAYROLL	(86.92)	10-441900-200400-0000-00-421100
							11223-17 - LABOR F&A- 840100 PAYROLL	(536.98)	10-441900-200400-0000-00-421100

Grants Revenue Column Headings	Definition
Awd #	Award number that is identified in the project, task and award (PTA)
Draft Revenue #	Draft Revenue number that is system-generated.
Period	Accounting period when the revenue posted to the GL
Funding/UBR Account	For sponsored revenue, this represents the Unbilled Receivable (UBR) account. For internal funding, this is the Funding account that provided the funds for cost share, internal awards, or capital projects.
Funding/UBR Amount	This is amount of the entry charged to the Funding/UBR Account.

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Grants Revenue Column Headings	Definition
Unearned Revenue Amount	For sponsored awards with Event based revenue, any funds considered unearned (based on accounting definition) are recorded as unearned (deferred) revenue. When the revenue event is processed, this amount appears as a credit. As the revenue is earned, this column will display a debit amount and the revenue amount column will show the credit. <i style="color: green;">NOTE: credit amounts are shown in parentheses.</i>
PTA	This is the project, task and award (PTA) used to process the revenue/funding entry in the Grants Accounting Module.
Event Description	For sponsored awards, this displays the description of the expense transactions that is the basis of the revenue. For internal funding, this is the description entered for processing the revenue events for the funding entries.
Revenue Amount	This is the amount of the revenue recorded for the PTA in Grants.
Account	This is the account in GL where the revenue for the PTA is posted, based on the auto-accounting in the Grants module. <i style="color: green;">NOTE: the Grants expenses for the PTA are posted to the same cost center.</i>

Below are some examples of types of Grants Revenue.

SPONSORED AWARDS

Awd #	Draft Revenue #	Period	Funding/UBR Account	Funding/UBR Amount	Unearned Revenue Amount	PTA	Event Description	Revenue Amount	Account
1520264	14	JUL 2019-20	10-100000-000000-0000-00-121010	0.00	1	381.88	11455-10.01-1520264 11455- 10.01 - 712410 LABORATORY SUPPLIES- 354 Currency 11455- 10.01 - ALL OTH F&A- 100090 CHEMISTRY AND BIOCHEMISTRY	(353.59) (28.29)	10-445200-100090-0000-00-424100 10-445200-100090-0000-00-424100
1535085	8	JUL 2019-20	10-100000-000000-0000-00-121010	2	195.34	0.00	15573-19-1535085 15573- 19 - 712410 LABORATORY SUPPLIES- 129 Currency 15573- 19 - ALL OTH F&A- 100090 CHEMISTRY AND BIOCHEMISTRY	(129.36) (65.98)	10-445200-100090-0000-00-424100 10-445200-100090-0000-00-424100
Grand Total								(577.22)	

1. Event based revenue (shows the revenue entries as revenue is earned).
2. Cost based revenue

COST SHARE AWARDS

Funding provided by account 10-100000-830090-0000-00-610100

Awd #	Draft Revenue #	Period	Funding/UBR Account	Funding/UBR Amount	Unearned Revenue Amount	PTA	Event Description	Revenue Amount	Account
3102601	3	FEB 2019-19	10-100000-830090-0000-00-610100	4,280.00	0.00	15804-19.01-3102601	Funding Year 1 Cost Share 15804-19.01-3102601 for 15804-19.01-1535358 2/6/19 Wendy Kaaz JE060219.1524	(4,280.00)	10-113000-100070-0000-00-610100
Grand Total								(4,280.00)	

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CAPITAL PROJECTS

Funding provided by 21-140000-770101-0000-00-830200

Awd #	Draft Revenue #	Period	Funding/UBR Account	Funding/UBR Amount	Unearned Revenue Amount	PTA	Event Description	Revenue Amount	Account
9160110	16	JUL 2019-20	21-140000-770101-0000-00-830200	(7,220.00)	0.00	15566-02-9160110	Return funds & close project per e-Builder	5,500.00	10-142000-950801-0000-00-830200
						15566-03-9160110	Return funds & close project per e-Builder	1,000.00	10-142000-950801-0000-00-830200
						15566-04-9160110	Return funds & close project per e-Builder	500.00	10-142000-950801-0000-00-830200
						15566-07-9160110	Return funds & close project per e-Builder	220.00	10-142000-950801-0000-00-830200
	17	JUL 2019-20	21-140000-770101-0000-00-830200	(6,000.00)	0.00	16053-50-9160110	Return funds & close project per e-Builder	6,000.00	10-142000-950802-0000-00-830200
Grand Total								13,220.00	

INTERNAL AWARDS

Funding provided by 10-100000-530150 for PTA 12991-10-4530024.

Awd #	Draft Revenue #	Period	Funding/UBR Account	Funding/UBR Amount	Unearned Revenue Amount	PTA	Event Description	Revenue Amount	Account
4530024	1	SEP 2019-20	10-100000-530150-0000-00-620100	20,000.00	0.00	12991-10-4530024	FY20 Ohio Super Computer Fund- Sharma Lab	(20,000.00)	10-112100-140300-0000-00-620100
Grand Total								(20,000.00)	