**UNIVERSITY OF ALBERTA**

**Managerial Report**

**Current Year Activity**
For 4 month(s) at July 31, 2007

Fund: 210 - General Operating
Department: 120100 - Dean's Office
Program: 12010 - Undergrad Program

*Program will only show in the header for the program reports.*

*This report is based on revenue budgets equalling the expenditure budget so that the total budget is zero.*

*Monthly budget is the annual budget divided by 12 months.*

*Year to date budget is the annual budget multiplied by the proportion of the year completed based on the reporting date i.e., in this report the proportion is 1/3 (4 months divided by 12 months).*

*Forecast is the estimate of actual activity to the end of the fiscal year. It is the year to date actuals divided by the number of months into the year multiplied by 12 months. The forecast is based on the year to date activity increasing at the same rate for the balance of the year.*

*Expected variance is the annual budget minus the estimate of actual activity for the year minus the Purchase Order Commitments.*

*The difference of the expenditure budget minus the revenue budget is inserted into the revenue budgets as Central Funding in this report so that the total budget is zero. The actuals for this line is based on the budget.*

| | Current Month | | | Year to Date | | | | Current Year | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Actual Revenue /Expenditure | Budget Revenue /Expenditure | Actual/ Budget Variance | Actual Revenue /Expenditure | Budget Revenue/ Expenditure | Actual/ Budget Variance | Annual Budget | Purchase Order Commitments | Forecast To Year-end | Expected Variance Over/(Under) |
| **REVENUE** | | | | | | | | | | |
| Revenue | 0 | 59,306 | (59,306) | 1,492,070 | 237,223 | 1,254,847 | 711,670 | 0 | 4,476,210 | 3,764,540 |
| Internal Revenue | 0 | 0 | 0 | 2,009 | 0 | 2,009 | 0 | 0 | 6,027 | 6,027 |
| External Revenue | 0 | 0 | 0 | 66,596 | 0 | 66,596 | 0 | 0 | 199,788 | 199,788 |
| Transfer - In (Credit) | 0 | 0 | 0 | 715,100 | 0 | 715,100 | 0 | 0 | 2,145,300 | 2,145,300 |
| Central Funding | 587,433 | 587,433 | 0 | 2,349,730 | 2,349,730 | 0 | 7,049,191 | 0 | 7,049,191 | 0 |
| **TOTAL REVENUE** | **587,433** | **646,738** | **(59,306)** | **4,625,505** | **2,586,954** | **2,038,552** | **7,760,861** | **0** | **13,876,516** | **6,115,655** |
| | | | | | | | | | | |
| **EXPENDITURE** | | | | | | | | | | |
| Academic Salaries | 76,140 | 335,188 | (259,048) | 271,653 | 1,340,753 | (1,069,101) | 4,022,260 | 0 | 814,958 | (3,207,302) |
| Non Academic Salaries | 40,661 | 41,598 | (937) | 171,136 | 166,392 | 4,744 | 499,175 | 0 | 513,407 | 14,232 |
| Benefits | 20,529 | 53,789 | (33,259) | 83,365 | 215,154 | (131,789) | 645,462 | 0 | 250,095 | (395,367) |
| **Sub Total** | **137,330** | **430,575** | **(293,245)** | **526,153** | **1,722,299** | **(1,196,146)** | **5,166,897** | **0** | **1,578,460** | **(3,588,437)** |
| | | | | | | | | | | |
| Supplies Services & Sundries | 43,665 | 34,348 | 9,317 | 168,953 | 137,393 | 31,560 | 412,179 | 34,726 | 506,858 | 129,405 |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Communications | 3,492 | 3,414 | 78 | 16,910 | 13,657 | 3,254 | 40,970 | 0 | 50,731 | 9,761 |
| Travel/Hosting | 16,506 | 16,189 | 317 | 78,388 | 64,756 | 13,633 | 194,267 | 0 | 235,165 | 40,898 |
| Administrative Allowances | 0 | 250 | (250) | 790 | 1,000 | (210) | 3,000 | 0 | 2,369 | (631) |
| Repairs & Maintenance-Equipment | 5,583 | 0 | 5,583 | 7,643 | 0 | 7,643 | 0 | 0 | 22,930 | 22,930 |
| Finance and Investment Fees | 25 | 0 | 25 | 25 | 0 | 25 | 0 | 0 | 75 | 75 |
| Rentals and Leases | 456 | 1,275 | (819) | 1,823 | 5,100 | (3,277) | 15,300 | 0 | 5,470 | (9,830) |
| Amortization Expense | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Amortization Funding | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Goods Purchased for Resale | 0 | 0 | 0 | 1,232 | 0 | 1,232 | 0 | 0 | 3,695 | 3,695 |
| Capital Equipment & Construction | 0 | 14,817 | (14,817) | 0 | 59,269 | (59,269) | 177,807 | 0 | 0 | (177,807) |
| Long-Term Debt Principal Payments | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Suspense Accounts | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Distribution Debit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfer Debit | 68,449 | 18,750 | 49,699 | 69,949 | 75,000 | (5,051) | 225,000 | 0 | 209,847 | (15,153) |
| Appropriations to Reserves | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Budget Planning | 0 | 127,120 | (127,120) | 0 | 508,480 | (508,480) | 1,525,441 | 0 | 0 | (1,525,441) |
| Recapitalization | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Sub Total** | **138,177** | **216,164** | **(77,987)** | **345,714** | **864,655** | **(518,941)** | **2,593,964** | **34,726** | **1,037,141** | **(1,522,097)** |
| | | | | | | | | | | |
| **TOTAL EXPENDITURE** | **275,507** | **646,738** | **(371,232)** | **871,867** | **2,586,954** | **(1,715,087)** | **7,760,861** | **34,726** | **2,615,600** | **(5,110,534)** |
| | | | | | | | | | | |
| **NET POSITION DEFICIT / (SURPLUS)** | **(311,926)** | **0** | **(311,926)** | **(3,753,638)** | **0** | **(3,753,638)** | **0** | **34,726** | **(11,260,915)** | **(11,226,189)** |
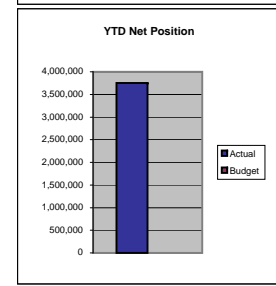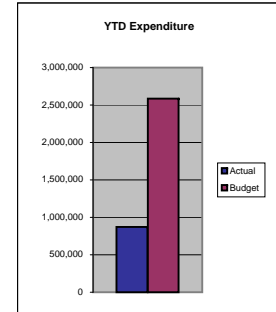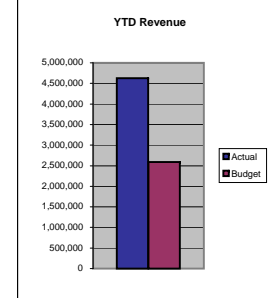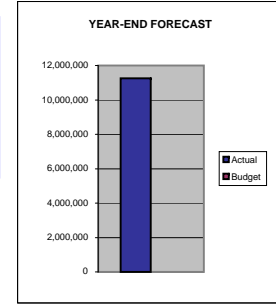
*Total annual budget is always zero. See note for Central Funding line in the Revenues section.*

*Current estimates predict that this program will be underspent by the above amount.*

**YEAR-END FORECAST**

**YTD Revenue**

**YTD Expenditure**

**YTD Net Position**

# nVision Report Fact Sheet

| REPORT NAME (ID) | Managerial Report  (FSGLV65) |
|---|---|
| FUNDS | • 100 – Central Institutional<br>• 210 – General Operating<br>• 310 – Ancillary Enterprises |
| USE | Provides a summary of actual and budget activity.  Forecasts a surplus/deficit to the end of the fiscal year.  Displays key performance indicators with graphs.<br><br>Common uses of this report include:<br>• Monitor net position relative to budget for a faculty, unit, department, or program.<br>• Determine whether the faculty, unit, department, or program is on track for spending and receiving funds as compared to the annual budget and make adjustments as appropriate.<br>• Review forecast budget variances.<br>• Identifies budget categories that will be under or over spent by year-end.<br>• Displays operating financial position visually with graphs which allows managers to asses their position quickly.<br><br>Common uses of drills on this report include:<br>• Analyze activity by department, program, class, or project (chartfield drills). |
| REPORT DATA | The following information is available by revenue and expenditure category:<br>• Current month actual and budget<br>• Year-to-date actual and budget<br>• Year-to-date purchase order commitments<br>• Forecast actual<br>• Forecast variance<br>• Net position (deficit/surplus) |
| MAINTAINED BY | Financial Services |

## Available Reports

| CHARTFIELD COMBINATIONS | REPORT REQUEST DESCRIPTION[1] FORMAT | SAMPLE REPORT REQUEST DESCRIPTION |
|---|---|---|
| Fund and department rollup[2] | *<Department rollup name[2]>*_FSGLV65 _FD_DN | ENGINEERIN _FSGLV65_ FD_DN |
| Fund and department | *Department ID*_FSGLV65_FD_DD | 200400_FSGLV65_FD_DD |
| Fund, department, and program | *Department ID*_FSGLV65_FD_ DD_PD | 100100_FSGLV65_FD_DD_PD |

| FOOTNOTES | | |
|---|---|---|
| [1]Report Request Description suffixes | First letter - identifies chartfield | Second letter – identifies how the chartfield values are defined |
| | F    Fund<br>D    Department<br>P    Program<br>C    Class<br>J    Project<br>A    Account | D    Selected <u>d</u>etail values<br>P    Detail values of selected <u>P</u>arents (tree nodes),<br>N    Selected Tree <u>N</u>odes<br>V    All detail <u>v</u>alues |
| [2]Department rollup is defined using the COA_ROLLUP_ORG tree and the department rollup name refers to the first 10 characters of the node name on this tree. | | |