FY16 Budget Entry Summary of Key Points

**Deadlines**

- Fees due in TFMS April 24 (one week before RRD deadline of May 1).
- Budgets due June 5 (one week before RRC deadline of June 12).

**Enhanced Budget Checking**

- Enhanced budget checking will be implemented for FY16. Budget checking in FY16 will require expenditure budgets for chartstrings at the Fund-DeptID-Program-CF1-CF2-FinEmplID level. Previously, budget checking required only that an expenditure budget exist at the Fund-DeptID-Program level.
- A transaction will pass budget check in FY16 even if $0 is budgeted at that Fund-DeptID-Program-CF1-CF2-FinEmplID level. $0 budgets are discouraged but can be used to keep chartstrings and combo codes open for possible transactions on chartstrings where estimating next year’s spending is impossible. $0 expenditures budgets on chartstrings that are not needed in FY16 should still be excluded. Since enhanced budget checking only applies to expenditures, $0 revenue budget rows should be excluded.
- $1 budgets no longer serve any purpose and therefore should never be entered.
- Budget checking on the full chartstring (enhanced budget checking) includes plant, agency, and loan funds.
- For internal sales transactions, if a transaction does not pass, the ISO must contact the department for a resolution. If resolution cannot be made in a timely way, the ISO may post the transaction to a new default account string of 1026-xxxxx-22018. Transactions posted to this chartstring must be cleared on a regular basis by the financial manager of that deptID.

**Combo Codes**

- Combo codes created by FY16 budgets are available for use in FY16 distributions June 15.
- Beginning in FY16, nonsponsored combo codes are not tied to account values. If you have budgeted for one salary/fringe combo code for FY16 in a chartstring, all salary/fringe combo codes for that chartstring will open. Combo codes will still be tied to specific account values for sponsored and cost-share chartstrings.

**Position Budgeting**

- Account values included in position budgeting are 700100 (faculty), 700200 (P&A/police), 700500 (civil service), 700510 (labor represented), and 700520 (trades).
- Account values NOT included in position budgeting and therefore requiring budgeting on the detailed budget page are 700210 (post doc), 700300 (grad), 700310 (grad without tuition benefit), 700320 (resident), 700400 (undergrad/professionals-in-training), and 700530 (temp/casual).
• HRMS data available for position budgeting will not be updated after April 2. Any refresh done after that date will not contain any new data.
• After go-live, new chartfield values will be submitted in EFS using new functionality. Individuals with access to prepare GL journals will have access to the new pages. Online training and job aids are available on the upgrade training and education website.
• In FY16, there will be three default program codes:
  o 1026-xxxxx-21853. This will be used as a central suspense account for system-wide payroll default transactions.
  o 1026-xxxxx-23000. This will be used by departments if they so choose for a payroll default chartstring for payroll accounting. Dave and Cathy will set up this chartstring in each deptID at some point in the budgeting process.
  o 1026-xxxxx-22018. This will be used for internal sales transactions described above. This will be automatically set up by central.
• Budgeting for the 27th pay period in FY21 will continue. Dave and Cathy will enter these amounts at some point in the budgeting process. Do not change the amounts in these account values (700800/710800).
• Training Services has refresher trainings online on their website.