

ARP Forecast

Reporting Overview

FORECAST REPORTS

1. 01 – Forecast by Fund Type*

- **Required to download to excel and submit to Budget Office for second & third quarter*
- *Reflects forecasted beginning fund balance, revenue, unrestricted allocation, transfers, total expenditures and net by Fund Type*
- Provides an all resource view which provides insight into potential restrictions

2. 02 – Forecast by Fund*

- **Required to download to excel and submit to Budget Office for second & third quarter*
- *Reflects beginning fund balance and unrestricted allocation, forecasted revenue, transfers, total expenditures and net by Fund*
- Helpful in viewing the plan at a fund level

3. 03 – Forecast – Pooled Labor

- *Reflects prior year actuals, current year actuals by month and forecasted data*
- This report is filtered using pooled labor account codes

4. 04 – Forecast – Non-Labor

- *Reflects prior year actuals, current year actuals by month and forecasted data*
- This report is filtered using non-labor account codes

5. 05 – Forecast – Revenue

- *Reflects prior year actuals, current year actuals by month and forecasted data*
- This report is filtered using revenue account codes

6. 06 – Forecast – Transfers

- *Reflects prior year actuals, current year actuals by month and forecasted data*
- This report is filtered using transfer account codes

7. 07 – Budget to Forecast Summary

- *Reflects an all funds comparison of the adjusted budget to total forecast by account*

8. 08 – Budget to Forecast Detail

- *Reflects an all funds comparison of the adjusted budget to the monthly forecast by account*
- Helpful to highlight which accounts may be trending better or worse than expected

9. 09 – FY16 Budget to Actual

- Reflects unrestricted funds comparison of prior year-end performance (budget vs. actual) to current year forecast

10. 10 – Transfer In – Direct Input

- Reflects transfer-in/direct input tracking of actuals vs. plans

To access ARP Reports:

Log-in to ARP → Reports → File Cabinet → 03 - Forecast

host analytics

Reports

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<input type="checkbox"/>	Label	Type
<input type="checkbox"/>	★ 📊 01 - Forecast by Fund Type	Dynamic Report
<input type="checkbox"/>	★ 📊 02 - Forecast by Fund	Dynamic Report
<input type="checkbox"/>	★ 📊 03 - Forecast - Pooled Labor	Dynamic Report
<input type="checkbox"/>	★ 📊 04 - Forecast - Non Labor	Dynamic Report
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<input type="checkbox"/>	★ 📊 07 - Budget to Forecast Summary	Dynamic Report
<input type="checkbox"/>	★ 📊 08 - Budget to Forecast Detail	Dynamic Report
<input type="checkbox"/>	★ 📊 09 - Forecast compared to Prior Year Actual	Dynamic Report
<input type="checkbox"/>	★ 📊 10 - Transfer In - Direct Input	Dynamic Report

★ Required to download to excel and submit to Budget Office for second & third quarter

Sample Screenshots:

1. Forecast by Fund Type

01 - Forecast by Fund Type			
	E & G	Other Discr. Funds	Total
Fund Balance			
40 - Fund Balance		205,000	205,000
Revenue			
+55 - Investment Income		\$ 37,000	\$ 37,000
Total Revenue		\$ 37,000	\$ 37,000

2. Forecast by Fund

02 - Forecast by Fund										
Fund	Beginning Fund Balance	Revenue	Unrestr. Alloc (83075)	Transfers	Total Resources	Labor	Non-Labor	Total Expenditures	Net	
+1 - Current Unrestricted		-	1,078,360	20,000	1,098,360	671,362	284,480	955,841	142,519	
100000-32000 - Dean's Office-School of Journalism		-	1,058,360	-	1,058,360	671,362	263,613	934,975	123,386	
100000-32017 - Photo Journalism		-	20,000	20,000	40,000	-	20,867	20,867	19,133	
+33 - Other Discretionary Accounts	205,000	37,000		(20,000)	222,000	147,630	13	147,643	74,357	
340302 - Danny Willett - Discretionary	200,000	10,000		(15,000)	195,000	147,630	13	147,643	47,357	
340378 - Jordan Splieth - Discretionary	5,000	27,000		(5,000)	27,000	-	-	-	27,000	

3. Forecast – Pooled Labor

03 - Forecast - Pooled Labor																
H32 - Dean's Office-School of Journalism																
Oct 23 2017 2:44:17 PM																
Fund	Program	Account	Actual = FY17	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
+1 - Current Unrestricted	10000 - Instruction	61004 - Faculty - Non Regular	Actual	417	22,217	23,842	23,842	24,242	-	45,758	(140,317)	-	-	-	-	0
		62010 - Post-Doctoral Fellowships	Actual			1,000	-	-	1,000	(2,000)	-	-	-	-	-	-

4. Forecast – Non-Labor

04 - Forecast - Non Labor																
H32 - Dean's Office-School of Journalism																
Oct 23 2017 2:52:02 PM																
Fund	Program	Actual = FY17	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	
+1 - Current Unrestricted	10000 - Instruction	Actual	3,710	13	6	-	-	-	-	(3,729)	-	-	-	-	-	
		FY18_Forecast	3,000	1,200	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	20,867	

5. Forecast – Revenue

05 - Forecast - Revenue														
H32 - Dean's Office-School of Journalism														
Oct 23 2017 2:52:59 PM														
Fund	Actual = FY17	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
+33 - Other Discretionary Accounts	FY18_Forecast			9,250	-	-	9,250	-	-	9,250	-	9,250	-	37,000
340302 - Danny Willett - Discretionary	FY18_Forecast			2,500	-	-	2,500	-	-	2,500	-	2,500	-	10,000
340378 - Jordan Splieth - Discretionary	FY18_Forecast			6,750	-	-	6,750	-	-	6,750	-	6,750	-	27,000

6. Forecast – Transfers

06 - Forecast - Transfers															
H32 - Dean's Office-School of Journalism															
Oct 23 2017 2:55:20 PM															
Fund	Program	Actual = FY17	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
+1 - Current Unrestricted	10000 - Instruction	Actual				(12,935)	-	-	-	12,935	-	-	-	-	-
		FY18_Forecast											15,000	5,000	20,000
	40000 - Academic Support	Actual	62,589	-	-	(3,715)	(23,610)	-	-	(35,264)	-	-	-	-	-

7. Budget to Forecast Summary

07 - Budget to Forecast Summary					
H32 - Dean's Office-School of Journalism					
Oct 23 2017 2:57:43 PM					
	Adjusted BUDGET	Actual	Forecast Projection	TOTAL	\$ Variance
Fund Balance					
40 - Fund Balance	205,000	205,000	(205,000)		(205,000)
Revenue					
+55 - Investment Income	\$ 37,000		\$ 37,000	\$ 37,000	-
Total Revenue	\$ 37,000		\$ 37,000	\$ 37,000	-

8. Budget to Forecast Detail

08 - Budget to Forecast Detail															
H32 - Dean's Office-School of Journalism															
Oct 23 2017 2:59:43 PM															
	Adjusted Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Forecast	Variance
Fund Balance															
40 - Fund Balance	205,000	205,000	-	(410,000)	-	-	-	-	-	-	-	-	-	(205,000)	(410,000)
Revenue															
+55 - Investment Income	\$ 37,000	-	-	\$ 9,250	-	-	\$ 9,250	-	-	\$ 9,250	-	\$ 9,250	-	\$ 37,000	-
Total Revenue	\$ 37,000			\$ 9,250	-	-	\$ 9,250	-	-	\$ 9,250	-	\$ 9,250	-	\$ 37,000	-

9. Forecast compared to Prior Year Actual

09 - Forecast compared to Prior Year Actual H32 - Dean's Office-School of Journalism Oct 23 2017 3:03:04 PM		
	FY17	FY18 Projected
	Net Budget-to-Actual	Net Forecast
+1 - Current Unrestricted	\$ 1	\$ 142,519
100000-32000 - Dean's Office-School of Journalism	\$ 1	\$ 123,386

10. Transfer In – Direct Input

10 - Transfer In - Direct Input FY18_Forecast Oct 23 2017 3:04:57 PM			
	May	June	Total
100000-32017 - Photo Journalism 32017 - Photo Journalism 10000 - Instruction Default 81072 - Funding Transfer-In	\$15,000	\$5,000	\$20,000