

ARP Forecast

Reporting Overview

FORECAST REPORTS

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*

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*

02a – Forecast by Fund w/Encumbrances

- *Reflects beginning fund balance and unrestricted allocation, forecasted revenue, transfers, total expenditures and net by Fund. **Same as 02 report above with a column for non-labor encumbrances***
- *Helpful in viewing the plan at a fund level*

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*

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*

05 – Forecast – Revenue

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

06 – Forecast – Transfers

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

07 – Budget to Forecast Summary

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

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*

09 – Forecast compared to Prior Year Actual

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

10 – All Funds Summary – Forecast and History

- *Reflects beginning fund balance and P&L accounts across last 3 years' Actual, current year Adjusted and Forecast*

11 – Forecast – Restricted Funds – Endowment Spend Rate Impact

- *Reflects endowed restricted funds by org consolidated at fund level 3; current year projections for Beg Fund Balance, RV, Transfers, Labor and Non-Labor; and projected ending balance; same columns for next year, with Beg Fund Balance = ending fund balance of prior year; 55202 decreasing by 2% and labor increasing at 3%.*

To access ARP Reports:

The screenshot shows the ARP Reports interface. At the top left, there is a 'planful' logo and the University of Notre Dame logo. Below the logos, the word 'Reports' is displayed. A red box highlights a grid icon in the left sidebar. The sidebar contains a 'File Cabinet' section with a list of folders: '00 - Workforce Planning Reports', '01 - Adopted Budget', '02 - Adjusted Budget', '03 - Forecast', '04 - Multi-Year', '05 - Operational', '06 - Campus Unit', '07 - Training Reports', '08 - Report Collection', '09 - BWG', '12 - Transfer Reports', '15 - Legacy Reports', and 'Dynamic Reports'. The '03 - Forecast' folder is highlighted with a red box. The main content area shows a list of reports with columns for 'Label' and 'Type'. A red box highlights the following reports:

Label	Type
★ 01 - Forecast by Fund Type ★	Dynamic Report
★ 02 - Forecast by Fund ★	Dynamic Report
☆ 02a - Forecast by Fund w/ Encumbrances	Dynamic Report
☆ 03 - Forecast - Pooled Labor	Dynamic Report
☆ 04 - Forecast - Non Labor	Dynamic Report
☆ 05 - Forecast - Revenue	Dynamic Report
☆ 06 - Forecast - Transfers	Dynamic Report
☆ 07 - Budget to Forecast Summary	Dynamic Report
☆ 08 - Budget to Forecast Detail	Dynamic Report
☆ 09 - Forecast compared to Prior Year Actual	Dynamic Report
☆ 10 - All Funds Summary - Forecast and Histor	Dynamic Report
☆ 11 - Forecast - Restricted Funds - Endowmen	Dynamic Report
Training Materials	Folder

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

★ 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								
Org Main								
10/11/2019 10:39:12 AM								
	E & G	Auxiliaries	Faculty Chairs	Faculty Chair Discr. Funds	Other Discr. Funds	Designated Funds	Student Financial Aid	Total
Fund Balance								
40 - Fund Balance	-	-	5,313,363	7,705,945	122,062,508	240,591,185	52,099,742	427,772,744
Net	56,994,207	19,838,952	14,003,865	9,472,688	128,429,547	215,107,034	70,852,602	514,698,895

2. Forecast by Fund

02 - Forecast by Fund										
Org Main										
10/3/2019 11:26:24 AM										
Beg. Fund Balance	Revenue	Unrestricted Allocation (83075)	Transfers	Total Resources	Labor	Non-Labor	Total Expenditures	Net		
101000-3	-	-	717,675	320	717,995	665,557	42,093	707,650	10,346	

2a. Forecast by Fund w/Encumbrances

02a - Forecast by Fund w/ Encumbrances										
Org Main										
10/21/2020 1:00:56 PM										
Beg. Fund Balance	Revenue	Unrestricted Allocation (83075)	Transfers	Total Resources	Labor	Non-Labor	Encumbrances	Total Expenditures	Net	
-	-	325,000	-	325,000	200,000	30,000	60	230,060	94,940	
-	-	1,100,000	60,000	1,160,000	900,000	150,000	150	1,050,150	109,850	

3. Forecast – Pooled Labor

03 - Forecast - Pooled Labor										
Org Main										
10/3/2019 11:27:41 AM										
Fund	Program	Actual = FY2019 Account	Scenario	Jul	Aug	Sept	Oct	Nov	Dec	Jan
+1 - Current Unrestricted	10000 - Instruction	61004 - Faculty - Non Regular	Actual	530,930	491,805	432,192	594,632	497,513	432,879	443,283
			FY20_Forecast	554,771	548,036	467,757	321,269	321,269	481,903	318,809
		61100 - Faculty-Summer	Actual	338,003	25,000	-	-	-	-	-

4. Forecast – Non-Labor

04 - Forecast - Non Labor											
Org Main											
10/3/2019 11:28:53 AM											
Fund	Program	Actual = FY2019 Scenario	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
+1 - Current Unrestricted	10000 - Instruction	Actual	1,410,871	467,031	920,818	1,333,090	1,504,997	3,896,489	1,043,565	1,630,109	1,164,313
		FY20_Forecast	1,004,223	1,274,016	1,465,449	564,290	518,932	2,719,620	538,349	632,392	566,472
		10001 - Departmental Research	Actual	31,115	52,060	50,683	66,945	21,459	41,464	69,474	53,190

5. Forecast – Revenue

05 - Forecast - Revenue		Actual = FY2019												
Org Main 10/3/2019 11:33:58 AM		Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Fund	Scenario													
+1 - Current Unrestricted	Actual	446,921,293	14,842,811	51,829,217	24,377,485	393,643,426	65,160,210	15,469,549	20,431,309	44,063,965	37,922,973	66,671,765	20,226,725	1,201,56
	FY20_Forecast	457,194,736	33,674,059	9,809,986	18,636,276	366,467,324	82,987,581	44,111,162	10,412,423	56,325,435	15,082,836	57,771,608	60,376,118	1,212,84
10000 - 10000 - Office of the President	Actual			(113)										

6. Forecast – Transfers

06 - Forecast - Transfers		Actual = FY2019											
Org Main 10/3/2019 11:37:13 AM		Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr		
Fund	Program Scenario												
+1 - Current Unrestricted	10000 - Instruction	Actual	(17,590,685)	(156,124)	(283,100)	(49,264)	(441,023)	(317,763)	(84,594)	(29)	(301,128)	(252,44	
		FY20_Forecast	(17,916,545)	(463,331)	(655,913)	(4,000)	-	53,697	(10,250)	(300)	(4,030)		
	10001 - Departmental Research	Actual	(618,835)	65,043	(59,960)	83,852	(18,121)	(20,000)	12,556	(1,272)	5,259	294,97	
		FY20_Forecast	(431,025)	(8,600)	(48,499)	-	-	-	-	-	-	-	

7. Budget to Forecast Summary

07 - Budget to Forecast Summary		Actual = FY2019						
Org Main 10/3/2019 11:38:35 AM		Adopted BUDGET	Adjusted Budget		Total Adjusted Budget	Forecast		\$ Variance
			(Permanent)	(Temporary)		Actual	Projection	
Fund Balance								
40 - Fund Balance		427,772,744	427,772,744	-	427,772,744	427,772,744	-	427,772,744
Revenue								
+54 - Other Revenue		667,507,216	667,507,216	-	667,507,216	356,587,827	329,594,584	686,182,412
								18,675,195

8. Budget to Forecast Detail

08 - Budget to Forecast Detail		Actual = FY2019										
Org Main 1 - Current Unrestricted,31 - Faculty Chairs,32 - Faculty Chairs: Discretionary Funds,33 - Other Discretionary Accounts,34 - Designated Funds,35 - Student Financial Aid		Adopted Budget	Adjusted Budget		Total Adjusted Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan
			(Permanent)	(Temporary)								
40 - Fund Balance		427,772,744	427,772,744	-	427,772,744	427,772,744	-	-	-	-	-	-
Revenue												
+54 - Other Revenue		667,507,216	667,507,216	-	667,507,216	361,910,872	(2,990,009)	(2,333,036)	-	328,940,450	654,134	

9. Forecast compared to Prior Year Actual

09 - Forecast compared to Prior Year Actual			
10/3/2019 11:52:52 AM			
		FY2019	FY2020 Projected
		Net Budget-to-Actual	Net Forecast
+1 - Current Unrestricted		\$ (12,626,364)	\$ 41,712,472
101000-		\$ (29,390)	\$ 10,346

10. All Funds Summary – Forecast History

10 - All Funds Summary - Forecast and History									
ND - University Board of Trustees									
1 - Current Unrestricted,31 - Faculty Chairs,32 - Faculty Chairs: Discretionary Funds,33 - Other Discretionary Accounts,34 - Designated Funds,35 - Student Financial Aid									
	Historical Trend (Actuals)			Forecast				Variance	FY20_Adopted_Budget
	2017	2018	2019	FY20_Adjusted_Budget	Actual	Projection	Total		
Fund Balance									
40 - Fund Balance	371,887,925	389,000,646	406,375,503	384,255,313	428,706,099	-	428,706,099	44,450,785	388,905,51
Revenue									
+51 - Tuition and Fees	596,160,529	629,611,652	659,285,740	667,507,216	356,587,827	329,594,584	686,182,412	18,675,195	667,507,21

11. Forecast – Restricted Funds – Endowment Spend Rate Impact

11 - Forecast - Restricted Funds - Endowment Spend Rate Impact											
	FY20 Beg.	Revenue	Transfers	Total	Labor	Non-Labor	Total	FY20 Net	FY21 Beg.	Revenue	Transfers
	Fund Balance	Resources			Expenditures				Fund Balance	(0% 55202)	
10000	145,225	60,326	5,413	210,964	164,063	-	164,063	46,901	46,901	60,326	5,413