Northwestern

# Financial Updates

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## **Budget Key Terms**

- Management Budget Higher level budget categories (where expense controls are set) that reflects all financial activities regardless of fund code or source (minus sponsored activities).
- Expense Controls limits established to prevent unplanned spending and are based upon the management budget.
- Forecast projections of anticipated revenues and expenses in the current year.
- GL077 Cognos Report Income statement displaying revenue, expenses and net performance.

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## Budget/Financial Round Table

- New initiative: Poll to initiate forthcoming
- Goal: Share best practices, templates, and increase collaboration within URICs.
- Frequency: Quarterly at minimum, or more frequent as needed or desired
- Audience: Open to all, focus upon those working closely with the new budget model
- Outcomes: Shared templates, peer resource network, FAQs, and case-studies

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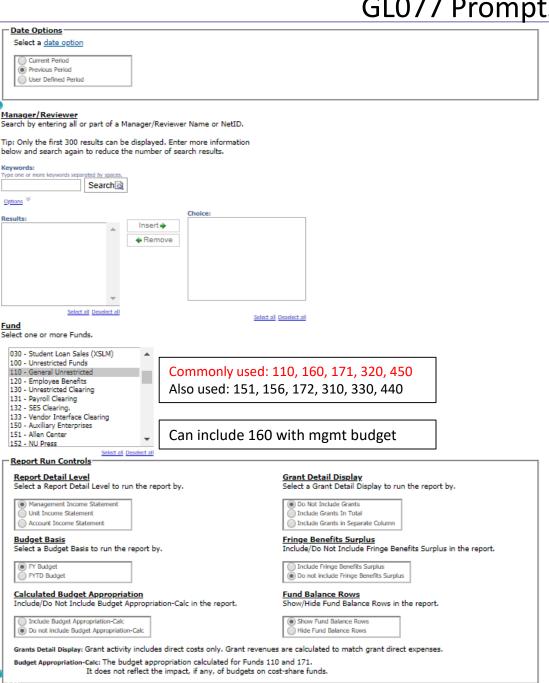
#### **FY 19 Expense Controls**

OBP will be comparing your budget with the approved management budget in order to align with the FY2019 expense controls. The expense controls will be based upon the following three categories:

- Academic compensation
  - Faculty salaries
  - Research professionals
  - Librarian and other professionals
  - Faculty affiliate salaries
  - Faculty other salaries
  - TGS graduate assistants
- Non-academic compensation
  - Staff salaries
  - Staff other salaries
  - Student salaries

- Other expenses and transfers
  - Non-personnel expenses
  - Capital transfers
  - Endowment principal transfers
  - Shared services transfers
  - Debt service transfers

#### **GL077 Prompts**

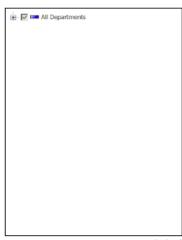


Use the Readio button to select one or more departments from a tree or by ID/description.



Department Tree Node

Select one or more Department Tree Nodes.



Include 03 deptid

Deselect all

Use the radio buttons to filter projects based on status.



Search by entering all or part of a Project ID or its description.

Tip: Only the first 300 results can be displayed. Enter more information below and search again to reduce the number of search results.



Select all Deselect all

Management Level

Select one or more Management Levels.

DEAN VP - Dean/VP Administration DEPT UNIT - Dept Chair/Unit Head NONE OTHER - Other PI FACULTY - Faculty

#### GL077

		FY: 2019				
		Budget	Actuals	Encumbered	Total Committed	(Un)Favorable Balance
Revenues	<u>Financial Aid</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Net Tuition & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Endowment Distributions	\$1,498,654.00	\$126,681.81	\$0.00	\$132,184.81	(\$1,389,149.19)
	<u>Gifts</u>	\$805,550.00	\$8,064.00	\$0.00	\$8,064.00	(\$797,486.00)
	Sales, Services & Other	\$112,158.00	\$0.00	\$0.00	\$0.00	(\$112,158.00)
	Revenue Transfers In	\$3,992,917.00	\$1,436,173.75	\$0.00	\$1,436,173.75	(\$2,556,743.25)
	Planned Use of Fund Balance	\$572,642.00	\$0.00	\$0.00	\$0.00	(\$572,642.00)
	Revenues	\$6,981,921.00	\$1,570,919.56	\$0.00	\$1,559,720.56	(\$5,422,200.44)
Expenses	Faculty Salaries	\$1,519,868.00	\$24,600.30	\$112,027.25	\$136,627.55	\$1,383,240.45
	Research Professionals	\$0.00	\$45,838.08	\$544,633.32	\$590,471.40	(\$590,471.40)
	Faculty Other Salaries	\$0.00	\$0.00	\$11,199.00	\$0.00	\$0.00
	TGS Graduate Assistants	\$0.00	\$2,683.00	\$29,513.00	\$32,196.00	(\$32,196.00)
	Staff Salaries	\$1,389,897.00	\$70,489.72	\$672,187.47	\$742,677.19	\$647,219.81
	Staff Other Salaries	\$0.00	\$16.68	\$0.00	\$16.68	(\$16.68)
	Student Salaries	\$0.00	\$643.57	\$0.00	\$643.57	(\$643.57)
	Employee Benefits	\$820,554.00	\$39,812.54	\$375,502.49	\$415,315.03	\$405,238.97
	Total Salaries & Benefits	\$3,730,319.00	\$184,083.89	\$1,745,062.53	\$1,917,947.42	\$1,812,371.58
	Non-Personnel Exp. (budget)	\$1,367,310.00	\$0.00	\$0.00	\$0.00	\$1,367,310.00
	Services & Professional Fees	\$0.00	\$5,921.81	\$125.00	\$6,046.81	(\$6,046.81)
	<u>Library Materials</u>	\$0.00	\$172.90	\$0.00	\$172.90	(\$172.90)
	Supplies, Materials & Othr Exp	\$0.00	\$9,801.79	\$1,143.88	\$10,945.67	(\$10,945.67)
	<u>Travel, Conferences &amp; Promotion</u>	\$0.00	\$52,658.49	\$0.00	\$52,658.49	(\$52,658.49)
	Operations Plant, Rent & Equip	\$0.00	(\$698,643.59)	\$725.98	(\$697,917.61)	\$697,917.61
	<u>Communications</u>	\$0.00	\$184.49	\$800.00	\$984.49	(\$984.49)
	Return to Principal Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Expense Transfers Out	\$1,884,293.00	\$165,770.47	\$0.00	\$165,770.47	\$1,718,522.53
	Total Non-personnel Expenses	\$3,251,603.00	(\$464,133.64)	\$2,794.86	(\$461,338.78)	\$3,712,941.78
Expenses		\$6,981,922.00	(\$280,049.75)	\$1,747,857.39	\$1,456,608.64	\$5,525,313.36
	Net Performance	(\$1.00)	\$1,850,969.31	(\$1,747,857.39)	\$103,111.92	\$103,112.92
		Budget				Current Performance
FY2019 Beginning Carryforward:		\$1,309,882.24				\$1,309,882.24
(U	se)/Buildup of Fund Balance:	\$0.00				\$103,112.92
Projected FY2019Ending Balance:		\$1,309,881.24				\$1,412,995.16

### MGMT Budget

URICA					
Mgmt Budget FY19					
11/2/2018					
CATEGORY	FY19 MGMT BUDGET				
Beginning Fund Balance	\$ -				
Operating Revenue					
Tuition	\$ -				
Appropriation	\$ -				
Endowment	\$ -				
Gifts	\$ -				
Other Revenue	\$ -				
Revenue Transfers in	\$ -				
Planned Use of Fund Balance	\$ -				
TOTAL REVENUE	\$ -				
Operating Expenses					
Faculty/Research Compensation	\$ -				
Staff/Other Compensation	\$ -				
Employee Benefits	\$ -				
Other Expenses	\$ -				
Expense Transfers	\$ -				
Creation of Fund Balance	\$ -				
TOTAL EXPENSE	\$ -				
Ending Fund Balance	\$ -				



#### **Office for Research Transfer Codes**

		Examples		
	Use	Expense	Revenue	URIC
Nets Out at Unit	s Out Intra (within) same unit. Unit defined as URIC, Unit Res Ops, or Research Admin		88552	OR Annual Budget Transfers from Center Fund; Buffett Internal transfers; IIN Internal transfers; CLP Internal Transfers
	Transfers to operating from endowment spending within the same URIC	88204	88527	Optional - Use for transferring Endowment Funds to 171 Fund
Nets Out at OR	Inter Unit and Intra (within) OR. Will zero out for all of OR	88298	88598	Transfers to URICs from Other OR Sources or from one URIC to another
Nets Out at NU	Nets Out Inter (Outside of) OR. Transfer nets at at NU University Level		88599	Revenue from Non OR sources

Revenue in From Central				
Appropriation In	88565			
Transfer In	88505			

# Forecasting

- Published on Budget & Planning Website
  - https://www.northwestern.edu/budget/projection/index.html
- Aligns with GL077 categories
- Includes Operating, Recharge, Sponsored and Cost Sharing
- Transfer Details requested

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## **Forecasting and Annual Reports Timeline**

Major Budget Changes from FY19 to FY20

Annual Report
Call Released

• November 30<sup>th</sup>

• December 15th

Q3 Forecast Due to URICA

• June 12th











1Q Forecast Due to URICA

• December 7th

Annual Reports Due (Includes 2Q Forecast)

• March 1st