Budget Scenarios

A budget scenario is a PeopleSoft chart-field value that is used to identify various types of budget transactions. The following budget scenarios should be used when developing initial budget allocations:

BBB – Base Budget: This scenario is used in the ***initial*** budget submission and represents the base budget that recurs from one year to the next to fund ongoing operations. At the division level, the budget submission for BBB should match the division's Operating Fund Total Base Allocation.

BBD – Base Budget Decrease: This scenario used in initial budget submission and represents Base Budget set aside outlined in Division Allocation memo.

BRT – Base Reimbursement (FAS only): This scenario is used to identify recurring reimbursements which are permanent from one year to the next and are treated as a source of funding for ongoing operations (BBB). **These are entered as a negative amount**. At the division level, the budget submission for BRT must be included in dedicated account code **6XXXXX**.

BBS – Base Budget AE&SS: This scenario is used in the ***initial*** budget submission and represents the base budget that recurs from one year to the next for AE&SS FEE – to track in 48500.

BBT – Base Budget Transfer: This scenario is used to identify base budget transfers between departments and/or divisions. Overall, BBT entries **must net to zero**. Be sure to communicate with departments/divisions to ensure that the amount you are transferring corresponds with their submission.

OAO – One-time posting budget: Allocation Order from CO

OAS – One-time AE&SS Fee: This scenario is used in the ***initial*** budget submission and represents the one-time budget that recurs from one year to the next for AE&SS FEE – to track in 48500.

ORV – One-time Recovery Reimbursement: Budget posting for cost recovery entries.

OEN – One time Encumbrance: Post encumbrance reserve at beginning of FY

OBR – One-time Budget Restoration: Restore budgets for Non-Discretionary areas, plus to restore budget for purchase orders that roll forward from the prior year.

OBT – One-time Budget Transfer: This scenario is used to identify one-time budget transfers between departments and/or divisions. Overall, OBT entries must net to zero. Be sure to communicate with departments/divisions to ensure that the amount you are transferring corresponds with their submission.

ORT- One-time Reimbursement: This scenario is used to identify one-time reimbursements and are treated as a source of funding for ongoing operations (OTB). **These are entered as a negative amount**. At the division level, the budget submission for ORT must be included in dedicated account code **6XXXXX**.

OTB – One-time Budget: This scenario is used in the ***initial*** budget submission and represents any initial budgets being allocated one-time. At the division level, the submission for OTB should match the division's Operating Fund one-time allocation. **Note:** This scenario is also used when identifying other sources of funds that augment a department's budget. It denotes that funds are expected to be received from other areas or sources. **These are entered as a negative amount using the same account number as the expense being reimbursed.**

Full Scenario List:

ADJ	*Budget Adjustments*
BBB	*Base Budget*
BBD	*Base Budget Decrease*
BBS	*AE&SS Base Budget*
BBT	*Base Budget Transfer*
BRR	*Base Reimbursement Revenue*
BRT	*Base Reimbursement*
BSI	*Base Budget Salary Increase*
CFB	*Carry Forward Budget*
FAO	*Fiscal Allocation Order*
FBR	*Fiscal Budget Restoration*
FRV	*Fiscal Revenue*
FSS	*Fiscal Salary Savings*
OAO	*One-time Allocation Order*
OAS	*One-time AE&SS*
OBR	*One-time Budget Restoration*
OBT	*One-time Budget Transfer*
OCV	*One-timeCOVID funding tracking*
OEN	*One-Time encumbrance*
ORR	*One-time Recovery Reimbursement*
ORT	*One-Time Reimbursement*
ORV	*One-time Revenue*
OSS	*One-time Salary Savings*
OTB	*One-time Budget*
PCI	*Permanent Compensation Incr*
PTD	*Project To Date*
SUP	*Supplemental Budget*