PeopleSoft User Group

September 10, 2014



User Group Agenda

- Fixed Asset Conversion
- Updates to reports & queries
- Council User Security Review
- Budget process
- Forecast ledger
- Other Updates



Fixed Asset Conversion

- Applicable if councils are not using asset management
- 85 councils not currently using asset management
- Communications sent to Scout Executive
- Converting your fixed assets using an excel spreadsheet template
- Timeline April November



Asset Upload Spreadsheet

 Asset #, Description, Location, Useful Life, Date Acquired, Cost/FMV, Salvage Value, Accumulated Depreciation, GL Account Number and Last Depreciation Date

A	В	С	D	E	F	G	Н		J	K	L	М	N	0	Р
ASSET ID															
(if left				PeopleSoft											Date
blank	Asset Description		PeopleSoft Location	Location Code	Useful					Depreciation					Depreciation
system	(limited to 30		Description (15.2 User	(15.2 User	Life	Date			Accumulated	Amount	Ass	et Acco	unt Nun	nber	was Last
will	characters)	Description 2	Guide)	Guide)	(Months)	Acquired	Book Value	Salvage Value	Depreciation	Remaining	Fund	Accoun	t Projec	t Class	Recorded
000101	Council Service Center	Example	811 W. Hillgrove Ave	01	600	1/15/1985	250000.00	0.00	145000.00	105000.00	2	1811	000	99	12/31/2012
000456	F150 Truck	Example	Cub Scout Camp	06	72	1/2/2010	30000.00	0.00	20000.00	10000.00	2	1827	400	25	12/31/2012
000103	Land - Boy Scout Camp	Example	Boy Scout Camp	05		4/15/1955	5000.00	0.00	0.00	0.00	2	1802	410	25	



Changes/updates to nVision Reports

- Budget Analysis with **Prior Year Budget**
- Query Posted Detail by account & project range for Budget ledger
- New process Including nVision report title in email subject line on Scope reports



Budget Analysis – Prior Budget

- Adds Prior Year Budget
- Removes one Future Year Budget

Any Council						Boy Scou	ts of America
		Summary Bu	udget Analysis	Report			
		Period Endir	ng: December	31, 2014			
Operating Fund - Unrestricted	Actual	Actual	Budget	Actual	Budget	Future Ye	ear Budget
	2012	2013	2013	2014	2014	2015	2016
Support and Revenue							



New Query

 Posted Detail by account & project range for Budget ledger

LC_POSTED	D_DTL_BY_PRJ_BUD_RANGE - Dtl Jrnls for Proj Acct Fund
Unit:	
From Date:	
Thru Date:	ET.
Project From:	
Project To:	
From Account:	
To Account:	
Fund From:	
Fund To:	



New Process – nVision email

- Provide ability for email receiver to see what reports they are receiving
- Simple steps
- Instructions are available on FID webpage <u>www.scouting.org/financeimpact/</u>
- Surf to PeopleSoft User Group site



nVision Report Information in Email Subject Line

- Define Report Request
 - Change Output Options Type to Email
 - For Scope Reports
 - Click Scope and Delivery Templates
 - Select Scope
 - File Template %RTT%-%SFV%-%SFD%-%ASD%.XLS
 - Email Template Enter Email Address
 - Non-Scope Reports
 - Click Scope and Delivery Templates
 - File Template %RTT%-%ASD%.XLS
 - Email Template Enter Email Address

BOY SCOUTS OF AMERICA®

Search Results

View All		First 💽 1-50 of 50 🕟 Last
Business Unit	Report ID	Description
	ACNA_AUD	Statement. of Activities-Audit
L	ACNA_MAN	St of Act & Chng in Net Assets
	BUDANAL	Budget Analysis-Summary
	BUDANAL2	Budget Analysis Summary Fund 2
	BUDANAL3	Budget Analysis Summary Fund 3
L	BUDANSC	Budget Analysis Summary Scope
	CAMPANL1	NCAPCampAnalysisReportScope
L	CSOP-UR1	Comp St of Operation UR Fund 1
	CSOP-UR2	Comparative St of Opns Fund 2
L	CSOP-UR3	Comp St of UR Opns Fund 3
L	D-BUD-AN	Detailed Budget Analysis-Scope
L	D-PRMAN1	Detailed Project Mngmt ScopeF1
L	D-PRMAN2	Detailed Project Mgmt Scope F2
L	DBUDAN1	Detailed Budget Analysis
	DBUDAN2	Budget Analysis Detail Fund 2
L	DBUDAN3	Budget Analysis Detail Fund 3
L	DSFP-F1	Detailed St of Fin Pos Fund 1
L	DSFP-F2	Detailed St of Fin Pos Fund 2
L	DSFP-F3	Detailed St of Fin Pos Fund 3



Favorites Main Menu >	Reporting Tools > PS/nVision > Define	Report Request 🧕
nVision Report Request	Advanced Options Query Prompts	
Business Unit: L	Report ID: BUDANSC	<u>Copy to Another Business Unit / Clone</u> Delete This Report Request
Report Title:	Budget Analysis Summary Scope	Transfer to Report Books Process Monitor
*Layout:	LC BUDGET ANALYSIS-SUMMARY	Report Manager
		Share This Report Request
Report Date Selection		
*As Of Reporting Date:	Specify 🗸	12/31/2014 1
*Tree As Of Date:	Use As Of Reporting Date 🗸	
	✓ Override Tree As of Date if Specified i	n Layout
Output Options		
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Run Report		
🗐 Save 🔍 Return to	Search 🔚 Notify	Add Update/Display
nVision Report Request Ad	vanced Options Query Prompts	



nVision Email Output	
Business Unit: LIN Report ID:	BUDANSC
Report Scope: 1 2MRDETAIL C Enter your report sc	ope. <u>Scope Definition</u>
File Template: 2 %RTT%-%SFV%-%SFD%-%ASD%.XLS	Enter a file name for your instances. Use variables to create unique report file names. Examples: expense.xls, %RID%.htm, %FY4% %RTT%.xls
Directory Name Template:	Enter a directory name for your instances. Use variables to create unique directory names. If the directory doesn't exist PS/nVision will create it. Examples: Q:\Reports\%SFV%- %RID%.htm, C:\%FY4% %RTT%\
Email Template: 3 kent.spanier@scouting.org 4 OK Cancel	Enter a list of email addresses or use variables to specify who receives report instances. Examples: username@xxx.com, % DES.DEPTID.EMAILID.EMAILID%



nVision Report Request	Advanced Options Query Prompts	
Business Unit:	Report ID: BUDANSC	Copy to Another Business Unit / Clone Delete This Report Request
Report Title:	Budget Analysis Summary Scope	<u>Transfer to Report Books</u> Process Monitor
*Layout:	LC BUDGET ANALYSIS-SUMMARY	Report Manager
		Share This Report Request
Report Date Selection		
*As Of Reporting Date:	Specify 🗸	12/31/2014
*Tree As Of Date:	Use As Of Reporting Date 🗸	
	✓ Override Tree As of Date if Specified in	Layout
Output Options		
*Type: Email	Scope and D	elivery Templates
Format: Microsoft Exc	cel Files (.xls)	
Run Report 2		
Save Return to	Search ENotify	Add Update/Display



Process Scheduler Request				
User ID: KSPANIER	R	un Control ID:		
Server Name: V Recurrence: V Time Zone: Q	Run Date: 09/08/2014 Run Time: 12:19:43PM		to Current Date/Time	
Process List				
Select Description	Process Name	Process Type	<u>*Type</u> <u>*Form</u>	<u>at</u>
✓ nVision Report	NVSRUN	nVision Report	Default 🗸 Defau	ılt 🗸
1 OK Cancel				



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	donotreply@BSAfiscals.scouting.org Kent Spanier Output from Budget Analysis Summary Scope- Budget Analysis Summary Scope-080-MR D	donotreply@BSAfiscals.scouting.org



Council User Security Audit

- Monitor and maintain user security
- Scout Executive will review and certify user security roles
- The Member Care Contact Center will be notified via email if a Scout Executive removes a user's security role
- Quarterly requirement, email reminder
- Instructions were sent to Scout Executives and are available on FID webpage



Council Security Review Menu

Favorites Main Menu > BSA > Security > Council Security Review
Council Security Review
Enter any information you have and click Search. Leave fields blank for a list of all values.
Find an Existing Value
Limit the number of results to (up to 300): 300
Search by: Business Unit V begins with
Search Advanced Search



Favorites Ma	in Menu 🔉 BSA 🔉 Se	curity > Council S	ecurity Review			
	_					
Security Revie	ew					
Business Uni	t: L L				Create Report	
▼ Informatio	on/Instructions					
Please review the list of security roles for the users listed below by clicking on each name. To remove a security role, uncheck the box next to the role. An email will automatically be sent to the Member Care Contact Center for processing. Once you have completed the user role security review, please check the "Certify" box then click on the "submit as reviewed" button below. You will receive an email notification confirming the completion of the audit review. If any other changes are required, please complete a new Local Council PeopleSoft Security Request form and submit it to the Member Care Contact Center. (22001,1).						
Audit Deta	ails					
Audit Year:	2014 Audit Period:	3 Review I	Dates: 07/01/2014	thru: 09/30/2014		
Review Dead	dline: 09/30/2014	Review	Status: Incomplete			
Council Users	S		<u>Customize Fi</u>	nd View All 🗖 🛗	First 🗹 1-4 of 4 🕨 Last	
User	Name	Туре	Last Reviewed		Change Needed	
ALAM	Locase.re					
CGRC	Group, Grader					
JSTOL	Station 1971					
MMCC	McCarly/Me					
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operators				this current review period to access the financial r	d. I also certify that the ecords for	
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User Audit D	etail
User ID:	
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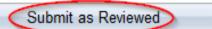


Information/Instructions

Please review the list of security roles for the users listed below by clicking on each name. To remove a security role, uncheck the box next to the role. An email will automatically be sent to the Member Care Contact Center for processing. Once you have completed the user role security review, please check the "Certify" box then click on the "submit as reviewed" button below. You will receive an email notification confirming the completion of the audit review. If any other changes are required, please complete a new Local Council PeopleSoft Security Request form and submit it to the Member Care Contact Center. (22001,1).

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Audit Year:	2014 Audit Period:	3 Review D	ates: 07/01/2014 thru: 09/30/2014								
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	Role Add/Change Form										
Certify											

By clicking this box, I certify that I have reviewed the current list of users for this current review period. I also certify that the operators, for which I have not invalidated all security roles, have permission to access the financial records for Council (22001,2).



Security Review	v			
Business Unit:	Util Ander	i line de		Create Report
Information	n/Instructions			
box next to th completed the receive an em	e role. An email will au e user role security revi ail notification confirmin	utomatically be sen ew, please check to ng the completion o	it to the Member Care Contact (he "Certify" box then click on the	me. To remove a security role, uncheck the Center for processing. Once you have e "submit as reviewed" button below. You will changes are required, please complete a new itact Center. (22001,1).
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Budget Preparation

- Chapter 14 of the user guide
- Recorded webinar on Finance Impact Site <u>www.scouting.org/financeimpact</u>
- Tools available
 - Queries
 - LC_ACTUAL_SPREADSHEET_FIS_YR
 - LC_BUDGET_FISCAL_YR the starting point for budget
 - Report
 - Detail Budget Analysis Scope
 - Run on 12-31-14
 - Provides current plus 2 years of history and budget



Budget Preparation

- Build out your tree
- Make "nodes" for each budget participant
- Create two "scopes" for each "node"
 - Summary (page 8-21 in PeopleSoft User Guide)
 - Individual (page 8-22) in PeopleSoft User Guide)
- Define report request and use email feature to send Detailed Budget Analysis-Scope reports



Starting Your Budget

LC_BUDGET_SPREADSHEET_FIS_YR - Budget Spreadsheet - Fis Year

Business_Unit:

Year: 2013

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (550 kb)

View All

Un	it Fund	Account	Project	Class	Account Description	Project Description	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
		3605	000	00	Reclass-Friends of Scouting	UNASSIGNED COUNCIL	97024.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
	1	3625	645	00	Reclass-Foundations & Trusts	GF Scoutreach	-2382.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
-	1	4001	000	90	Contributions-FOS	UNASSIGNED COUNCIL	- 11556.000	- 46592.000	- 29762.000	- 12687.000	-16211.000	- 19371.000	- 26728.000	- 11998.000	-6400.000	-8662.000
	1	4069	000	90	Prov for Unc-FOS	UNASSIGNED COUNCIL	850.000	2478.000	2985.000	3231.000	1389.000	2855.000	2179.000	610.000	769.000	1179.000
1.0	1	4071	089	90	Contributions-Project Sales	SCHOOL NIGHTS	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-2500.000	-2500.000	-3000.000
	1	4071	901	90	Contributions-Project Sales	Firelands Res. Summer Camp	0.000	0.000	0.000	0.000	-4500.000	0.000	0.000	0.000	0.000	0.000
	1	4201	301	90	Contributions-SE-Sponsorships	Ralph Phillips Memorial Golf	0.000	0.000	0.000	-4400.000	-5900.000	-3700.000	0.000	0.000	0.000	0.000
	1	4201	303	90	Contributions-SE-Sponsorships	Scouting Community Svs Award	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-4000.000	0.000	0.000
	1	4201	305	90	Contributions-SE-Sponsorships	Distinguished Citizen's Dinner	0.000	0.000	0.000	0.000	0.000	0.000	0.000	- 12632.000	- 11368.000	0.000
	1	4201	342	90	Contributions-SE-Sponsorships	Cycling for Scouts	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-1500.000
	1	4201	613	90	Contributions-SE-Sponsorships	Council Recognition Dinner	0.000	0.000	0.000	-700.000	0.000	0.000	0.000	0.000	0.000	0.000
2	1	4202	301	90	Contributions-SE-Participants	Ralph Phillips Memorial Golf	0.000	0.000	0.000	-525.000	-800.000	-3350.000	-25.000	0.000	0.000	0.000
3	1	4202	303	90	Contributions-SE-Participants	Scouting Community Svs Award	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-1800.000	0.000	0.000
	1	4202	305	90	Contributions-SE-Participants	Distinguished Citizen's Dinner	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-1222.000	-9778.000	0.000
5		4202	320	90	Contributions-SE-Participants	Good Scout Event	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-1448.000
6	1	4202	332	90	Contributions-SE-Participants	Fly Fishing	0.000	0.000	0.000	-3832.000	-6568.000	0.000	0.000	0.000	0.000	0.000
7	1	4202	342	90	Contributions-SE-Participants	Cycling for Scouts	0.000	0.000	0.000	0.000	-318.000	0.000	-213.000	-305.000	-150.000	-514.000
3	1	4204	305	90	Contributions-SE-Advertising	Distinguished Citizen's Dinner	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-964.000	-2036.000	0.000
	1	4204	320	90	Contributions-SE-Advertising	Good Scout Event	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-3000.000
	1	4204	332	90	Contributions-SE-Advertising	Fly Fishing	0.000	0.000	0.000	-1000.000	-1000.000	0.000	0.000	0.000	0.000	0.000
1	1	4231	301	90	Contributions-SE-Other	Ralph Phillips Memorial Golf	0.000	0.000	0.000	0.000	0.000	-2400.000	0.000	0.000	0.000	0.000
2	1	4231	305	90	Contributions-SE-Other	Distinguished Citizen's Dinner	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-151.000	-774.000	-75.000
3	1	4251	301	90	Cost-DB-SE-Meals	Ralph Phillips Memorial Golf	0.000	0.000	0.000	0.000	0.000	0.000	2690.000	0.000	0.000	0.000
	1	4251	303	90	Cost-DB-SE-Meals	Scouting Community Svs Award	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1080.000	0.000	0.000
5	1	4251	305	90	Cost-DB-SE-Meals	Distinguished Citizen's Dinner	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	6500.000
- i -		4054	200	00	OLLED OF MULL	0	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000



Prepared. For Life.™

Firs

Actual Spreadsheet

LC_ACTUAL_SPREADSHEET_FIS_YR - Actual Spreadsheet-Fis Year

Business_Unit:

Year: 2012

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (827 kb)

View All

		Fund Accou	nt Project	Class	Account Descr	Project Descr	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1	450	1 1001	501	00	Checking Account Bank 1	CHASE BANK - MARION DEPOSIT	-1126.640	1728.550	-2620.590	290.100	13452.820	-12900.430	-1935.660	1163.610	705.590	32560.610	-30241.500	-3837.550
2	450	1 1001	505	00	Checking Account Bank 1	RICHLAND BANK 513430182	24294.670	-132115.160	-46684.420	1888.280	106640.750	-64897.510	-51176.910	18954.460	-19329.660	204056.410	-173336.980	72802.650
3	450	1 1001	562	00	Checking Account Bank 1	KEY BANK 351311004821	-653.410	3509.010	-2732.980	-125.440	44115.670	-39618.650	4683.110	-9117.020	3467.200	13508.260	-16678.000	-748.030
4	450	1 1081	000	00	Petty Cash	UNASSIGNED COUNCIL	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
5	450	1 1081	020	00	Petty Cash	Marion Store	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
6	470	1 1081	900	00	Petty Cash	Firelands Reservation	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
7	450	1 1081	962	00	Petty Cash	FSR NEW TRADING POST	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
8	450	1 1089	000	00	Change Account	UNASSIGNED COUNCIL	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
9	450	1 1089	020	00	Change Account	Marion Store	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
10	450	1 1089	962	00	Change Acount	FSR NEW TRADING POST	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
11	450	1 1241	000	00	Accounts Rec-Units	UNASSIGNED COUNCIL	3.990	-3.990	0.000	0.000	-1729.780	-157.800	1887.580	0.000	142.450	-116.000	9.050	-35.500
12	470	1 1241	020	00	Accounts Rec-Units	Marion Store	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	2.960	0.000	0.000	-2.960
13	450	1 1241	962	00	Accounts Rec-Units	FSR NEW TRADING POST	65.680	-18.480	-47.200	0.000	-30.420	20.000	10.420	2.580	2.530	-78.000	78.000	103.790
14	470	1 1242	000	00	Accounts Rec-Other	UNASSIGNED COUNCIL	-5428.010	0.000	0.000	0.000	0.000	0.000	3223.630	-3223.630	0.000	0.000	0.000	16482.510
15	450	1 1242	092	00	Accounts Rec-Other	REGISTRAR BILLING	0.000	0.000	0.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000	10704.500
16	470	1 1242	302	00	Accounts Rec-Other	Online Popcorn Sales	0.000	0.000	0.000	0.000		0.000	0.000	0.000	0.000	0.000	-258.400	258.400
17	450	1 1242	304	00	Accounts Rec-Other	Popcorn Sale	-15933.430	-280.600	-374.500	-305.190	-6.500	0.000	0.000	0.000	0.000	289489.100	-73606.000	-208058.800
18	470	1 1242	604	00	Accounts Rec-Other	NAYLE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
19	450	1 1243	000	00	Accounts Rec-Returned Checks	UNASSIGNED COUNCIL	-109.770	-227.000	-146.130	10.000	0.000	0.000	99.780	60.000	70.000	-332.530	-4.000	92.000
20	470	1 1254	000	00	Accounts Rec-Emplye-Cash Advan	UNASSIGNED COUNCIL	-150.040	0.000	2250.000	-183.000	448.000	375.000	-2147.700	-642.260	1250.000	-1100.000	195.000	-145.000
21	450	1 1254	601	00	Accounts Rec-Emplye-Cash Advan	Philmont	0.000	0.000	0.000	0.000	0.000	1000.000	0.000	0.000	0.000	0.000	-1000.000	0.000
22	470	1 1255	000	00	Accounts Rec-Employees-Other	UNASSIGNED COUNCIL	966.900	-87.900	-87.900	144.060	-116.900	2610.700	-623.740	696.330	240.560	597.530	-162.080	-1585.460
23	450	1 1301	000	00	Contributions Rec-FOS-CY	UNASSIGNED COUNCIL	45517.170	18129.570	-5289.360	-7709.120	-14716.770	-3608.910	-13442.740	-3016.520	-7212.440	-2225.370	1293.300	-20355.200
24	470	1 1302	000	00	Contrib Rec-Project Sales-CY	UNASSIGNED COUNCIL	0.000	0.000	0.000	0.000	3758.950	0.000	0.000	0.000	500.000	0.000	0.000	-4258.950
25	450	1 1302	306	00	Contrib Rec-Project Sales-CY	Calendar Sales	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
26	470	1 1304	301	00	Contrib Rec-Special Events-CY	Ralph Phillips Memorial Golf	0.000	0.000	0.000	4000.000	2400.000	-6025.000	-400.000	0.000	0.000	0.000	0.000	25.000
27	450	1 1304	305	00	Contrib Rec-Special Events-CY	Distinguished Citizen's Dinner	0.000	0.000	0.000	0.000	0.000	0.000	0.000	6700.000	-5075.000	-125.000	-1600.000	100.000
28	470	1 1304	315	00	Contrib Rec-Special Events-CY	Dodge Ball - North	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
29	470	1 1304	320	00	Contrib Rec-Special Events-CY	Good Scout Event	-600.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1400.000	250.000	-1650.000
30	450	1 1304	332	00	Contrib Rec-Special Events-CY	Fly Fishing	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000



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First 1-100 of 988 F Last

Budget Report

ke Any Council			Detailed Budget Analysis for Day Camp Boy Scouts of America								
			Perio	d Ending: Dece	ember 31, 2013						
eratin	g Fund	- Unrestricted 🗘	Actua	ls	Actuals	Budget	Future Budgets				
Account	Project	Project Name / Account Name	2011	2012	2013	2013	2014	2015	2016		
	111	JAT Day Camp	7,050	9,450	6,421	10,800	-		-		
6701		Camp-Fees	7,050	9,450	6,421	10,800	-	-	-		
Camping	Revenue	Less Cost of Goods and Discounts	7,050	9,450	6,421	10,800	-	-	-		
TOTA	AL REVEN	UE	7,050	9,450	6,421	10,800	-	-	-		
Т	OTAL SUR	PORT AND REVENUE	7,050	9,450	6,421	10,800	-	-	-		
	111	JAT Day Camp	1,720	400	500	1,800	-	-	-		
7009		Temporary Camp Salaries	1,720	400	500	1,800	-	-	-		
Total Sala	aries		1,720	400	500	1,800	-	-	-		
	111	JAT Day Camp	132	15	-	138	-	-	-		
7201		Social Security Taxes-Employer	132	15	-	138	-	-	-		
Total Pay	roll Tax E	xpense	132	15	-	138	-	-	-		
TOTAL	EMPLOY	EE COMPENSATION	1,852	415	500	1,938	-	-	-		
	111	JAT Day Camp	1,988	3,935	4,163	3,000	-	-	-		
8103		Supplies-Program	1,988	3,935	4,163	3,000	-	-	-		
	111	JAT Day Camp	-	143	33	75	-	-	-		
8104		Supplies-Food and Commissary	-	143	33	75	-	-	-		
	111	JAT Day Camp	-	-	80	-	-	-	-		
8105	_	Supplies-Janitorial	-	-	80	-	-	-	-		
	111	JAT Day Camp	28	3	95	30	-	-	-		
8106		Supplies-Office	28	3	95	30	-	-	-		
Total Pro	gram & C)ther Supplies	2,016	4,081	4,371	3,105	-	-	-		
	111	JAT Day Camp	132	12	392	150	-	-	-		
8301		Postage	132	12	392	150	-	-	-		
Total Pos	tage & Si	hipping	132	12	392	150	-	-	-		
	111	JAT Day Camp	200	500	-	600	-	-	-		
8402		Site of Facility Rental	200	500	-	600	-	-	-		
Total Occ	upancy 8	Utilities	200	500	-	600	-	-	-		



www.scouting.org/financeimpact

Council Fiscal Manag	ement	Council Fund Developme	nt Training	FID e-Letter
COUNCIL FISCAL MANAGEMENT		inance Impact > Council Fiscal Mana get Tools	gement > PeopleSo	oft Documents > Budget Tools
2013 National Annual Meeting	Duu	get roois		
5-Year Financial Planning	Tools to	make the budget process more simp	e in PeopleSoft	
Budget Building Materials	PeopleS	oft Budget Upload Spreadsheets 🗃		
Council Finance Facts	Budget U	Jpload Tool Zip 💴 file with macros -	inzip these all to or	ne file folder on your desktop
Fiscal Documents	Budget F	Recorded Webinar 🛃		
Payroll / Personnel	-			
Sample Policies	Budget in	n PeopleSoft 🔑		
Sphere (Kintera) Help	Budget 8	& Actual Queries Introduced 🔑		
PeopleSoft Documents				
Accounts Payable				
Asset Management				
Audit Adjustments				
Bank Reconciliation				
Budget Tools				
Communications				
General Ledger				
Month End				
Point Of Sale				
PeopleSoft User Group				
PeopleSoft BSA User Guide				
Webinars				
Year End				



Forecast Ledger

- PeopleSoft is <u>ledger based</u>
- Actuals, Budget, Forecast
- Similar to budget ledger but used for future period forecasting
- Journal entries don't need to be balanced
- Can upload Forecast similar to Budget



Forecast Ledger

Contraction of the second second	For		Boy Scouts of Ameri				
Operating Fund - Unrestricted	Actual	1	Actual Budget		Forecast	Budget	Budget
	2011	2012	2013	2013	2013	2014	2015
pport and Revenue							
rect Support							
Direct Mail							
Friends of Scouting	269,287	269,946	213,638	291,400			
Project Sales	941	5,208	4,325	12,500			
Special Events - Net of Direct Benefit Cost	51,317	53,622	61,888	67,245			
Legacies and Bequests							
Foundations and Trusts	212,152	190,275	171,068	196,700			
Other Direct Support	9,298	10,615	4,513	2,050			
Total Direct Support	542,995	529,665	455,432	569,895			
	512,555	525,005	155,152				
Associated Organizations							
United Way	41,005	34,923	30,306	31,400			
Unassociated Organizations							
Other Indirect							
Government Fees and Grants							
Total Indirect Support	41,005	34,923	30,306	31,400			
Bevenue							
Sale of Supplies - Less Cost of Sales	45,052	36,078	47,808	52,627			
Product Sales - Less Commissions & Cost	336,351	348,029	339,948	354,500			
Investment Income	153,733	155,735	168,639	169,337			
Realized Gain/Loss on Investments							
Camping	346,282	414,955	393,703	463,397			
Activities	141,708	184,898	298,618	313,974			
Other Revenue	88,069	60,625	60,744	59,200			
Total Revenue	1,111,196	1,200,320	1,309,460	1,413,035 2,014,330			



Forecast Ledger

- Two Reports Available
 - FCBDTLF1 Forecast with Budget Detail
 - FCBSUMF1 Forecast with Budget Summary



Other Updates

- New user role for attaching items to journals
- TCC# for 1099 electronic filing
- Blackbaud Conversion
- Adding a bank account banking information form



Banking Information Form

• Found on Finance Impact website

BANKING INFORMATION – including Checking, Savings, Depository, and Investment Accounts

Council HQ City					Cour	ncil #	
Bank Name							
Branch Name							
Branch Address							
Routing Number	(nine digits)						
		_					
Account #							
Does this account re	eplace an existi	ng accoun	t?		YES	N	0
Will You Print AP Ch	ecks from this	bank acco	unt?		YES	NC	0
				T			
List ALL GL ACCOUN		E FUNDS t	hat	(fc	ormat #-#	###-#	##-##)
are assigned to this Is this the default G		au ah a ra J		`			,
is this the default G	Laccount for Vo	ouchers?					



New User Role

- View Only/Upload role
- Designed for Trading Post, Registrar, or Fundraising clerks to add attachments to journal entries



For the Good of the Order

- User Guide
- Best practices
- Needs

