Budget Office
Financial Accounting & Reporting

• In the division of Financial Affairs
• Budget’s Mission:
  To provide sound financial data and forecasts to assist the university community in the most effective planning and use of the University’s resources that will support the institutional goals of teaching, research and service.

• Accounting’s Mission:
  To provide financial information for analysis in making decisions to support the University’s mission of providing quality programs of teaching, research and service.
Budget Office

• Who we are:
  – Adam Tate, Director
  – Melissa Barnett, Associate Director
  – Jonathan Shaddix, Budget Administrator
  – Natalie Champion, Senior Accountant
  – Kayla Hinton, Accounting Assistant
Financial Accounting & Reporting

• Who we are:
  – Meredith Boteler, Director
  – Ashley Austin
  – Janice Barnes
  – Starr Deas
  – Dianna Fisher
  – Cara Greene
  – Candace Holliday
  – Haley Glover
  – Monica Linebarger
  – Marcia Stanley
  – Cindy Zhu
Banner Finance FOAPAL

- Chart - Fund - Org - Account – Program
- Example: A-11000-204101-700001-400
Chart of Accounts

- A – University of Alabama
- C – Capstone Foundation
- D – Donor Advised Funds
- E – 1831 Foundation
- L – Law School Foundation
- N – National Alumni Association Foundation
- T – Crimson Tide Foundation
Fund Structure

• Unrestricted (1XXXX, 7XXXX)
  – State Appropriations
  – Tuition
• Restricted (2XXXX, 3XXXX, 5XXXX)
  – Grants & Contracts
  – Restricted Gifts
  – Endowment Income
• Auxiliaries (18XXX)
  – Residence Halls
  – Athletics
• Endowments (6XXXX)
• Plant Funds (9XXXX)
  – Project Funds
  – R&R
Organization Code Structure

- 1XXXXX – UA General Institution
- 2XXXXX – Academic Affairs
- 3XXXXX – Advancement
- 4XXXXX – Community Affairs
- 5XXXXX – Financial Affairs
- 6XXXXX – Intercollegiate Athletics
- 7XXXXX – Research
- 8XXXXX – Student Affairs
- 9XXXXX - Agency
Account Code Structure

Most common are:

- 5XXXXX – Revenue
- 6XXXXX – Salaries, Wages & Benefits Expense
- 7XXXXX – Operating Expense
Program Code Structure

- 100 – Instruction
- 200 – Research
- 300 – Public Service
- 400 – Academic Support
- 500 – Student Services
- 600 – Institutional Support
- 700 – Operations and Maintenance
- 800 – Scholarships and Fellowships
- 900 - Auxiliary
# Functional Crosswalk

<table>
<thead>
<tr>
<th></th>
<th>Salaries, wages and benefits</th>
<th>Scholarships and fellowships</th>
<th>Supplies and other services</th>
<th>Depreciation</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instruction</strong></td>
<td>$241,497,266</td>
<td>$-</td>
<td>$44,249,767</td>
<td>$14,778,848</td>
<td>$300,525,881</td>
</tr>
<tr>
<td><strong>Research</strong></td>
<td>27,635,940</td>
<td>-</td>
<td>20,642,140</td>
<td>4,687,988</td>
<td>52,966,068</td>
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<tr>
<td><strong>Public service</strong></td>
<td>31,949,787</td>
<td>-</td>
<td>11,717,739</td>
<td>1,492,789</td>
<td>45,160,315</td>
</tr>
<tr>
<td><strong>Academic support</strong></td>
<td>55,087,540</td>
<td>-</td>
<td>12,235,644</td>
<td>12,106,193</td>
<td>79,429,377</td>
</tr>
<tr>
<td><strong>Student services</strong></td>
<td>31,991,023</td>
<td>-</td>
<td>16,984,646</td>
<td>4,476,447</td>
<td>53,452,116</td>
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<tr>
<td><strong>Institutional support</strong></td>
<td>65,895,728</td>
<td>-</td>
<td>14,099,791</td>
<td>4,102,577</td>
<td>84,098,096</td>
</tr>
<tr>
<td><strong>Operations and maintenance</strong></td>
<td>55,069,937</td>
<td>-</td>
<td>22,854,266</td>
<td>-</td>
<td>77,924,203</td>
</tr>
<tr>
<td><strong>Scholarships and fellowships</strong></td>
<td>-</td>
<td>19,902,736</td>
<td>-</td>
<td>-</td>
<td>19,902,736</td>
</tr>
<tr>
<td><strong>Auxiliary enterprises</strong></td>
<td>66,323,109</td>
<td>3,602,526</td>
<td>84,988,701</td>
<td>19,604,326</td>
<td>174,518,662</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$575,450,330</td>
<td>$23,505,262</td>
<td>$227,772,694</td>
<td>$61,249,168</td>
<td>$887,977,454</td>
</tr>
</tbody>
</table>

*THE UNIVERSITY OF ALABAMA®*
Financial Accounting & Reporting

What we do:

• Provide financial information for analysis and review to internal management, the BOT, external auditors, and regulatory agencies
• Ensure compliance with accounting standards
• Produce Annual Financial Report for the University and its Foundations
• Month-end and year-end closeouts, posting of mechanical entries and e-print report generation
• Review and process DTAs, journal entries and FUPLOADs
Financial Accounting & Reporting

What we do (continued):
• Manage cash and investments
• Bank reconciliations
• Accounting for property, plant and equipment
• Banner Finance security
• Banner Finance system integrity
• Accounting support for the Foundations
Budget Office

What we do:

• Provide sound financial data in order to assist administration in appropriate campus planning
• Develop annual budgets
• Administer and oversee the financial plans implemented and approved by the Board of Trustees and administration
• Project revenues and expenditures:
  – Tuition revenue
  – Fringe benefits
  – Scholarships and student aid
Budget Office

What we do (continued):

• Deficit reporting
• Monitor and maintain fiscal responsibility for our campus
  – Process all Personnel Action Forms
  – Process all requests for budget changes
  – Salary and benefit program code verification
• Reporting requirements
  – Legislative request
  – Needs assessment
  – Operations plan
• Reconciliations
Budget Process Overview

- Fiscal Year: October 1 through September 30
- Start preparing budget first of May
- Budget Reports for Board approval my mid-June
- Load all financial information prior to mid-August (salary data is effective 8/16, budget data is effective 10/1)
- Start working on Legislative Request for NEXT fiscal year in October
Annual Budgeting Process
The University of Alabama

Budget Development

Strategic Planning & Institutional Initiatives

Revenue and Funding Analysis

Internal and External Cost Factors and Analysis

Budget Proposal to Board

Implementation

Monitoring and Assessment

THE UNIVERSITY OF ALABAMA®
FY17 Approved Budget

• Operating Revenues: $ 737,808,000
  – Net Tuition and Fees* $ 438,001,000
  – Grants and Contracts $ 80,000,000
  – Sales and Services $ 8,820,000
  – Auxiliary Enterprises* $ 169,715,000
  – Other Operating Revenue $ 41,272,000

• Operating Expenses: $ 868,610,000
  – Compensation and Benefits $ 610,619,000
  – Scholarships and Fellowships $ 26,917,000
  – Supplies and Other Services $ 231,074,000

*These numbers are net of scholarship money returned to students.
FY17 Approved Budget (continued)

- Nonoperating Revenues (Expenses): $ 226,630,000
  - State Appropriations $ 155,040,000
  - Grants and Contracts $ 32,500,000
  - Gifts $ 37,912,000
  - Investment Income (Loss) $ 41,123,000
  - Interest Expense $ (39,945,000)