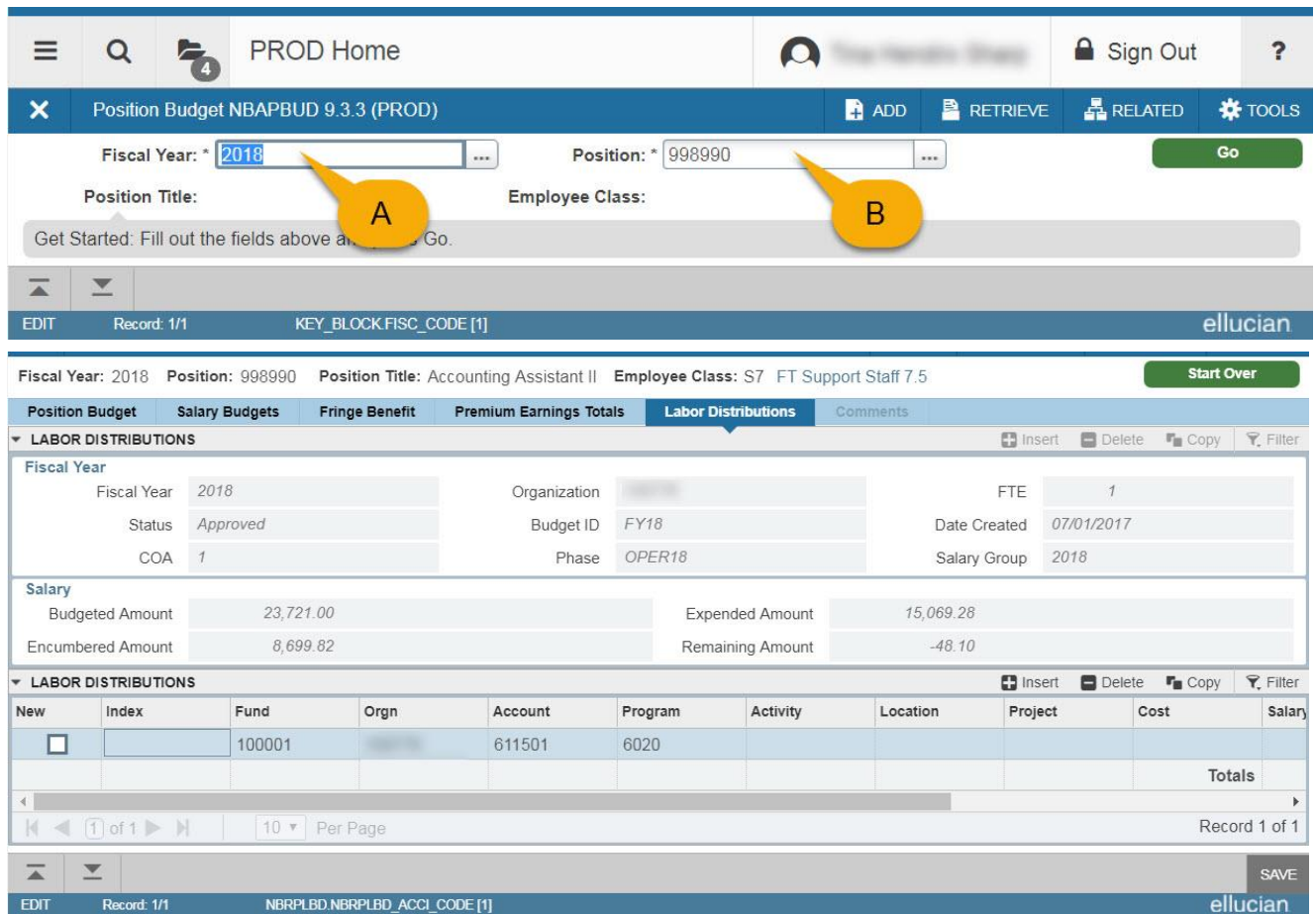


NBAPBUD enables you to view the status of the budget for a position that has been set up under a specified FOAPAL.

1. From myGate, click on the Finance category.
2. In the Finance Category, click to open the AppNav card.
3. In the Search: field on the welcome screen, enter NBAPBUD
4. Press <Enter>
5. Key block information must be entered in order to view additional detail in the information block of the form. For this form, in the Fiscal Year field (A), enter the fiscal year for which the position will be effective (e.g. 2010). Then <Tab> to the Position field (B) and enter the position number that you want to check the budget status (e.g. 998221 or 998277). You will notice the Employee Class and Position Title fields are displayed.
 - a. If you do not know the position number refer to, Position List by Organization - NBIPORG Instructions.
6. Click the Go button, then select the Labor Distribution tab to see the salary budget status, the FOAPAL source of the position budget, the amount of the salary budgeted to this FOAPAL, and the percentage of the salary budgeted to this FOAPAL.



PROD Home

Position Budget NBAPBUD 9.3.3 (PROD)

Fiscal Year: * 2018 Position: * 998990

Position Title: Employee Class:

Go

Get Started: Fill out the fields above and click Go.

EDIT Record: 1/1 KEY_BLOCK.FISC_CODE [1] ellucian

Fiscal Year: 2018 Position: 998990 Position Title: Accounting Assistant II Employee Class: S7 FT Support Staff 7.5

Start Over

Position Budget Salary Budgets Fringe Benefit Premium Earnings Totals Labor Distributions Comments

LABOR DISTRIBUTIONS

Fiscal Year	Organization	FTE
2018		1

Status	Budget ID	Date Created
Approved	FY18	07/01/2017

COA	Phase	Salary Group
1	OPER18	2018

Salary	Budgeted Amount	Expended Amount
	23,721.00	15,069.28

	Encumbered Amount	Remaining Amount
	8,699.82	-48.10

LABOR DISTRIBUTIONS

New	Index	Fund	Orgn	Account	Program	Activity	Location	Project	Cost	Salary
<input type="checkbox"/>		100001		611501	6020					
Totals										

Record 1 of 1

SAVE

EDIT Record: 1/1 NBRPLBD.NBRPLBD_ACCI_CODE [1] ellucian

7. To close this form, click on the Exit (blue X) button.