Inquiries and Reports

Endowment Funds – 320, 350, 352, 354, 400
Inquiries and Reports

• To see all Endowment Income Fund activity (most common), use chartfields:

<table>
<thead>
<tr>
<th>ACCT</th>
<th>OU</th>
<th>DEPT</th>
<th>FND</th>
<th>SOURCE</th>
<th>FNC</th>
<th>PROJ</th>
<th>PROG</th>
<th>PURP</th>
<th>PROP</th>
</tr>
</thead>
<tbody>
<tr>
<td>%</td>
<td>XX</td>
<td>XXXX</td>
<td>320</td>
<td>XXXXXX</td>
<td>%</td>
<td>%</td>
<td>XXXX</td>
<td>%</td>
<td>%</td>
</tr>
</tbody>
</table>

• To see all Endowment Funds (including principal):

<table>
<thead>
<tr>
<th>ACCT</th>
<th>OU</th>
<th>DEPT</th>
<th>FND</th>
<th>SOURCE</th>
<th>FNC</th>
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</tr>
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<tbody>
<tr>
<td>%</td>
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<td>XXXXXX</td>
<td>%</td>
<td>%</td>
<td>XXXX</td>
<td>%</td>
<td>%</td>
</tr>
</tbody>
</table>
Inquiries and Reports

• Commitment Control:

  **Budgets Overview Inquiry**

  – Use Ledger Inquiry Set “OPS”
    • Same as Gift Funds (310)
  – Check OPS_CH
    • Shows expense budget, actuals and balance
  – Check OPREV
    • Shows revenue budget, actuals and balance
  – Net Assets: not available on this report
Inquiries and Reports

• Commitment Control:

*Budget Transaction Detail Report*

– Specify Fund 320 to see only the Endowment Income Fund (excludes principal)
– Shows every transaction (not just E-level balances)
– OPS_CH: expense budget, actuals and balance
– OPREV: revenue budget, actuals and balance
– Net Assets: not available on this report
Inquiries and Reports

• General Ledger:

**Ledger**

– Use ACTUALS ledger
– Option to use Account Chartfield Value Set
  • All Expense Accounts
  • All Revenue Accounts
  • Exp, Revenue and Equity
– Use Account 30000 to see Net Assets
Inquiries and Reports

• UVM Reports:

**Operating Budget Report**

- Gives the most complete picture of the endowment in one report
- Shows E-level budgets, actuals and balances for both revenue and expenses
  - Does not show every transaction
  - Option to include Budget Transaction Detail Report
Specify Fund 320 along with the rest of the chartstring that defines the endowment:
OU – DEPT – FUND – SOURCE – PROGRAM
### Expense Budget

Original Expense Budget = FY’s anticipated Income Distribution

Revised Expense Budget = FY’s anticipated Income Distribution + Revised Income Distribution from new gifts to principal + Net Asset (“Reserve”) use *

*Contact FAB to access Net Assets (“reserves”).*
All Endowment Funds

Use “%” for Fund to see endowment principal funds (352, 400, 350, 354) in addition to endowment income fund.

OU – DEPT – FUND – SOURCE – PROGRAM
By selecting “%” for Fund, principal (term, true, quasi, reinvested) will be displayed.

Gifts are deposited to principal (Funds 352, 350, or 400). In this example:
- Fund 400 chartstring is increased by the amount of the gift
- Fund 320 expense budget is increased by whatever income will be generated from the increased principal

Principal is also called “book value”. The “market value” is what the endowment would be worth if liquidated today. Market value is tracked in a different system, called “Fundriver”. Contact Development or the Controller’s Office if market value figures are needed.