

The following reports are the same reports that the CEHS Business Center currently reconciles and reports on; The FI Payroll Detail Report, Actual Line Items, and the Revenue/Expense Summary (There are 3 variations of Revenue/Expense Summary that are appropriate for different types of accounts, so these may look slightly different between Cost Objects). Additionally, there is the Project Commitment Line Items report.

The reports that are sent each month via the SAPindex reporting system are visible by clicking the link imbedded within each description. Below are some screen shots and explanations of the parts of the reports.

Budget Data For Name of person responsible for account

[Report Help](#) Updated 06-03-2013 10:41:32 [Summary Card](#)

Description	Cost Object	Report Type	Budget	Current Month	Current Year	Life To Date	Commitment	Balance
US EDUC Study of XXXX - Year 1	24-1710- XXXX -002	Payroll						
US EDUC Study of XXXX - Year 1	24-1710- XXXX -002	Revenue and Expenses						
US EDUC Study of XXXX - Year 1	24-1710- XXXX -002	Financial Summary	431,689.00	35,258.37	201,848.64	201,848.64	30,538.26	199,302.10
<u>SUB Number 1</u>	24-1710- XXXX -003	Financial Summary	266,479.00	0.00	168,217.22	168,217.22	0	98,261.78
<u>SUB Number 2</u>	24-1710- XXXX -004	Financial Summary	53,384.00	0	0	0.00	0	53,384.00

DEFINITION OF TERMS ABOVE:

Description: The Description is the associated title of the grant, project, or account being reported on in UNL's SAP accounting system.

(This title can be adjusted within SAPindex, so if there is a title that would be more familiar to you, please inform your Business Center contact)

Cost Object: The cost object indicates which WBS or Cost Center is being reported on.

Report Type: This is the name of the report being displayed. More information about each report type and how to understand them is discussed below. **

Budget: This is the original budget amount awarded. (Please keep in mind that for grants, the bottom total includes indirect costs.)

Current Month: This is the amount of expenses incurred during the reporting month. This total also includes any indirect amounts charged against the project in the final number at the bottom.

Current Year: This is the amount of expenses incurred for the current UNL FISCAL year. (July 1 - August 31) Again, indirect costs are included in the final total.

Life to Date: This amount is the total amount spent to date for the life of the project, including indirect costs.

Commitment: This amount shows any Salaries/Fringe Benefits and pending PO's or eShop orders not yet charged to the grant, but already allocated for use.

Balance: This is the Budget amount (awarded amount) less the Life to Date expenses and Commitments. (This line also includes indirect costs).

**The report type explains which report will be displayed. The Report types are as follows:

1. PAYROLL:

This is the FI Payroll Detail report. It provides information about who was paid from the WBS or Cost Center number, the total amount of salary/hourly pay, Fringe Benefits charged, and any

additional payroll tax expenses. Always review this information closely. If you find an error, please contact your grant specialist or the person who manages your cost center.

ZFP SALARY DETAILS		University of Nebraska		PAGE: 1			
USER: JCATALINA		FI Payroll Detail		DATE: 06/03/2013			
Report View: By Account Personnel Detail		Posting Date 05/01/2013 To 05/31/2013		TIME: 10:35:42			
Cost Elements Selected: ...		Fiscal Period: 13 To 11 / 2013		SYS/CL: UNP 005			
		Variant Name: L_CHEHS_WBSPYD/SAPIndex WBS Detail for CEHS		Selection By: Cost Object(s)			
Pers-ID	Item Text	Amount	Post Date	DT	Doc. Header Text	Doc. #	Allocation
24-17	002						
	EXAMPLE GRANT						
511100	Faculty - Permanent						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/31/2013				
000			05/31/2013				
000			05/31/2013				
	Account 511100 Total	18,429.92					
513100	Managerial/Professional - Permanent						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/31/2013				
	Account 513100 Total	3,038.77					
514100	Office/Service - Permanent						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/16/2013				
000			05/30/2013				
000			05/16/2013				
000			05/30/2013				
	Account 514100 Total	7,024.43					
516500	Student Hourly						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/16/2013				
000			05/30/2013				
	Account 516500 Total	18.00					
519100	Retirement Contribution						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/31/2013				
000			05/31/2013				
000			05/31/2013				
000			05/31/2013				
	Account 519100 Total	1,717.49					
519200	FICA Contribution						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/31/2013				
000			05/31/2013				
000			05/16/2013				
000			05/30/2013				
000			05/31/2013				
000			05/31/2013				
000			05/16/2013				
000			05/30/2013				
	Account 519200 Total	2,123.60					
519300	Health Insurance Contribution						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/31/2013				
000			05/31/2013				
000			05/16/2013				
000			05/31/2013				
000			05/31/2013				
000			05/16/2013				
	Account 519300 Total	1,817.06					
519400	Life Insurance Contribution						
Pers-ID	Name	Amount	Post Date	Pay			
000			05/31/2013				
000			05/31/2013				
000			05/16/2013				
000			05/31/2013				
000			05/31/2013				
000			05/16/2013				
	Account 519400 Total	31.65					
	WBS Element 24-002 Total	34,200.92					

2. Revenue and Expenses (Line Item Detail):

This report provides the details of each expense that posted against the project/account. It may show draws or deposits from the funding agency to UNL (cost element 4XXXXX) which can be ignored. This information is generally not relevant to the report users' needs and is typically only used by Accounting and Sponsored Programs.

The cost elements 51XXXX will tie to the payroll report therefore can also be ignored here. All other cost elements, 52XXXX through 59XXXX should be reviewed closely. If you find an error, please notify your business center contact right away.

Cost Item	Cost element name	Postg Date	Val	COA/Cur	Name	Assignment	Document Header Text	DocType	Ref/DocNo	Purch,Doc
511100	Faculty-Permanent	05/31/2013	18,429.92		University Salary Payroll 05/31/13		FP0000011718	FY	26563	
* 511100	Faculty-Permanent		18,429.92							
513100	Mgr/Profess-Ferm	05/31/2013	3,098.77		University Salary Payroll 05/31/13		FP0000011718	FY	26563	
* 513100	Mgr/Profess-Ferm		3,098.77							
514100	Office/Serv-Ferm	05/30/2013	5,233.61		05/30/13 University Biweekly Payroll		FP0000011711	FY	26555	
514100	Office/Serv-Ferm	05/16/2013	1,790.82		05/16/13 University Biweekly Payroll		FP0000011672	FY	26492	
* 514100	Office/Serv-Ferm		7,024.43							
516500	Student Hourly	05/30/2013	8.00		05/30/13 University Biweekly Payroll		FP0000011711	FY	26555	
516500	Student Hourly	05/16/2013	10.00		05/16/13 University Biweekly Payroll		FP0000011672	FY	26492	
* 516500	Student Hourly		18.00							
519100	Retirement Contribut	05/31/2013	1,717.49		University Salary Payroll 05/31/13		FP0000011718	FY	26563	
* 519100	Retirement Contribut		1,717.49							
519200	FICA Contribution	05/31/2013	1,391.49		University Salary Payroll 05/31/13		FP0000011718	FY	26563	
519200	FICA Contribution	05/30/2013	400.37		05/30/13 University Biweekly Payroll		FP0000011711	FY	26555	
519200	FICA Contribution	05/16/2013	131.74		05/16/13 University Biweekly Payroll		FP0000011672	FY	26492	
* 519200	FICA Contribution		2,123.60							
519300	Health Ins Contribut	05/31/2013	1,544.74		University Salary Payroll 05/31/13		FP0000011718	FY	26563	
519300	Health Ins Contribut	05/16/2013	272.30		05/16/13 University Biweekly Payroll		FP0000011672	FY	26492	
* 519300	Health Ins Contribut		1,817.06							
519400	Life Ins Contribut	05/31/2013	28.15		University Salary Payroll 05/31/13		FP0000011718	FY	26563	
519400	Life Ins Contribut	05/16/2013	3.50		05/16/13 University Biweekly Payroll		FP0000011672	FY	26492	
* 519400	Life Ins Contribut		31.65							
521200	Communications	05/15/2013	37.90			0513 [REDACTED]	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	31.47			0513 [REDACTED]	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	33.86			0513 [REDACTED]	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	37.98			0513 [REDACTED]	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAF158K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAF178K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAN238K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAN418K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAN488K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAN238K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAN308K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIAN328K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	4.30			0513 DIA0088K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	3.61			0513 D2AE278K	UNL INFOSERVICES 05-2013	IB	17045497	
521200	Communications	05/15/2013	3.61			0513 D2AE288K	UNL INFOSERVICES 05-2013	IB	17045497	
* 521200	Communications		187.13							
526900	All Ot Contract Serv	05/15/2013	8.00			0513 NSAVE00862	UNL INFOSERVICES 05-2013	IB	17045493	
526900	All Ot Contract Serv	05/15/2013	54.17		AGENA, ANDY	0513 VMSERV0038	UNL INFOSERVICES 05-2013	IB	17045493	
* 526900	All Ot Contract Serv		59.17							
526905	Res Participant-Misc	05/31/2013	25.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44351083	
526905	Res Participant-Misc	05/31/2013	25.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44351085	
526905	Res Participant-Misc	05/13/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44332735	
526905	Res Participant-Misc	05/13/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44332737	
526905	Res Participant-Misc	05/01/2013	40.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321641	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321642	
526905	Res Participant-Misc	05/01/2013	40.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321643	
526905	Res Participant-Misc	05/01/2013	25.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321644	
526905	Res Participant-Misc	05/01/2013	30.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321645	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321646	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321647	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321648	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321649	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321650	
526905	Res Participant-Misc	05/01/2013	20.00		SURVEY PARTICIPANT	[REDACTED]	MP-SPECIAL ED & COMMUNICA	RN	44321651	
* 526905	Res Participant-Misc		365.00							
531101	Office Equip Non-Cap	05/28/2013	179.99			658593461001	OFC DEPOT	RN	510687727	E000065771
531952	Computing Software	05/22/2013	29.99		QUICKTIME 7 PRO (WINDOWS)	4300332576	Computer Sales 0049016764	NA	49016765	
* 531952	Computing Software		29.99							
541400	Mileage Allowance	05/17/2013	66.67		Mileage Allowance	6200019883	[REDACTED]	MT	1000103477	
541400	Mileage Allowance	05/13/2013	169.50		Mileage Allowance	6200019802	[REDACTED]	MT	1000102955	
* 541400	Mileage Allowance		236.17							
581000	Indirect Cost Charge	05/31/2013	9,167.18		05/2013 Indirect Cost	BL-OVER0531	05/2013 Indirect Cost	JE	14034683	
* 581000	Indirect Cost Charge		9,167.18							
** 24-1710 XXXX-XXXX EXAMPLE GRANT			44,425.55							

3. FINANCIAL SUMMARY (REVENUE/EXPENSE SUMMARY):

This is the overall summary of the grant/project or account. The columns across the top are fairly self-explanatory. However, a few are not always clear. "Plan" is the original budget amounts awarded. Sponsored Programs does not break each line of the awarded budget down in as much detail as the budgets that are submitted. It's a good idea to look at each line, but the "**Total" lines will give you a better idea of what's remaining in each overall "category", i.e. salaries, benefits, operating expenses, and travel remaining, etc. "\$Variance" is the difference between the "Plan" (or original budget) amount less the total expenses charged and commitments. "% Remaining" is the percentage of the original budget less life to date expenses and commitments in a percentage form. Looking at the subtotals and totals will help you to understand what's actually remaining.

WBS: Rev/Exp Summary

UNIVERSITY OF NEBRASKA
WBS Elements: Revenue and Expense Summary
As Of: 06/03/2013
Reporting Period: 11/2013
NAME OF PI
Project Start/Finish Dates: 00/00/0000 To 00/00/0000
Project: US EDUC Example Grant
WBS Start/Finish Dates: 07/01/20XX To 06/30/20XX
WBS 24-1710-XXXX002 TO WBS 24-1710-XXXX-002
ZWBSSUM2 Time: 10:33:05 User: JCATALINA

Cost Elements	Expenses						
	Plan	Period 11	Year to Date	Life to Date	Commitments	\$ Variance	% Remain
511000 Planned Faculty Salaries	157,687.00	0	0	0.00	21,960.98	135,726.02	86
511100 Faculty - Permanent	0	18,429.92	114,265.86	114,265.86	0	114,265.86-	0
* Faculty Salaries	157,687.00	18,429.92	114,265.86	114,265.86	21,960.98	21,460.16	14
513000 Plan Mgr/Prof Salary	110,000.00	0	0	0.00	4,659.45	105,340.55	96
513100 Mgr/Profess-Perm	0	3,038.77	3,038.77	3,038.77	0	3,038.77-	0
* Managerial/Professional	110,000.00	3,038.77	3,038.77	3,038.77	4,659.45	102,301.78	93
514100 Office/Service - Permanent	0	7,024.43	28,336.63	28,336.63	0	28,336.63-	0
* Clerical/Technical/Service Wages	0	7,024.43	28,336.63	28,336.63	0.00	28,336.63-	0
516000 Planned Student Wages	0	0	0	0.00	210.30	210.30-	0
516500 Student Hourly	0	18.00	18.00	18.00	0	18.00-	0
* Student Wages	0	18.00	18.00	18.00	210.30	228.30-	0
** Total Salaries & Wages	267,687.00	28,511.12	145,659.26	145,659.26	26,830.73	95,197.01	36
519000 Planned Benefits	97,922.00	0	0	0.00	3,707.53	94,214.47	96
* Planned Benefits	97,922.00	0	0	0.00	3,707.53	94,214.47	96
519100 Retirement Contribution	0	1,717.49	9,116.61	9,116.61	0	9,116.61-	0
* Retirement Contribution	0	1,717.49	9,116.61	9,116.61	0	9,116.61-	0
519200 FICA Contribution	0	2,123.60	9,781.26	9,781.26	0	9,781.26-	0
* FICA Contribution	0	2,123.60	9,781.26	9,781.26	0	9,781.26-	0
519300 Health Ins Contribut	0	1,817.06	19,495.96	19,495.96	0	19,495.96-	0
* Health Insurance Contribution	0	1,817.06	19,495.96	19,495.96	0	19,495.96-	0
519400 Life Insurance Contribution	0	31.65	219.40	219.40	0	219.40-	0
* Life Insurance Contribution	0	31.65	219.40	219.40	0	219.40-	0
519700 Unemployment Compensation	0	0.00	154.48	154.48	0	154.48-	0
* Unemployment Compensation	0	0.00	154.48	154.48	0	154.48-	0
519800 Workers Compensation	0	0.00	669.41	669.41	0	669.41-	0
* Workers Compensation	0	0.00	669.41	669.41	0	669.41-	0
** Total Benefits	97,922.00	5,689.80	39,437.12	39,437.12	3,707.53	54,777.35	56
*** Total Personal Services	365,609.00	34,200.92	185,096.38	185,096.38	30,538.26	149,974.36	41
520000 Plan Tot Operate Exp	42,680.00	0	0	0.00	0	42,680.00	100
521100 Postage	0	0.00	46.10	46.10	0	46.10-	0
521200 Communications	0	187.13	1,722.86	1,722.86	0	1,722.86-	0
521500 Publish/Print/&Photo	0	0.00	1,040.55	1,040.55	0	1,040.55-	0
523401 Software License Fees	0	0.00	308.00	308.00	0	308.00-	0

Total Salaries & Wages:
Overall picture of pay to employees. Original budgeted amount - spent to date - commitments = remaining salaries/wages

Total Benefits: Overall picture of benefits. Budgeted amt - spent - commitments = remaining
Combined Salary & Wages and Benefits Summary

523697 Other Operating Expenses	0	0.00	6.00	6.00	0	6.00	0
526500 Educ Profess Serv	0	0.00	20.00	20.00	0	20.00	0
526900 All Ot Contract Serv	0	59.17	591.70	591.70	0	591.70	0
526905 Res Participant-Misc	0	365.00	1,350.00	1,350.00	0	1,350.00	0
* Operating Expenses/Services	42,680.00	611.30	5,085.21	5,085.21	0	37,594.79	88
530000 Plan Sup & Materials	14,400.00	0	0	0.00	0	14,400.00	100
531100 Office Supplies	0	0.00	186.57	186.57	0.00	186.57	0
531101 Office Equip Non-Cap	0	179.99	179.99	179.99	0.00	179.99	0
531103 Computer Supplies	0	0.00	379.10	379.10	0.00	379.10	0
531106 Labels	0	0.00	28.12	28.12	0.00	28.12	0
531600 Gen Instr Ed & Recre	0	0.00	3,537.17	3,537.17	0	3,537.17	0
531951 PC Accessories Under \$5000	0	0.00	789.75	789.75	0.00	789.75	0
531952 Computing Software	0	29.99	552.19	552.19	0	552.19	0
531955 Comp Sup PC	0	0.00	1,664.70	1,664.70	0.00	1,664.70	0
533100 Research and Lab Supplies	0	0.00	197.57	197.57	0.00	197.57	0
534101 Motor Fuel Gasoline	0	0.00	92.05	92.05	0	92.05	0
* Operating Supplies	14,400.00	209.98	7,607.21	7,607.21	0.00	6,792.79	47
** Total Operating & Supplies	57,080.00	821.28	12,692.42	12,692.42	0.00	44,387.58	78
540000 Planned Travel Expenses	9,000.00	0	0	0.00	0	9,000.00	100
541110 Lodging	0	0.00	1,751.66	1,751.66	0	1,751.66	0
541120 Meals	0	0.00	181.61	181.61	0	181.61	0
541200 Commercial Fares	0	0.00	618.00	618.00	0	618.00	0
541300 University/State Fares	0	0.00	217.00	217.00	0	217.00	0
541400 Mileage Allowance	0	236.17	761.57	761.57	0	761.57	0
541500 Misc Travel Expense	0	0.00	45.00	45.00	0	45.00	0
541700 Travel - Conference Expense	0	0.00	485.00	485.00	0	485.00	0
* Domestic Travel Expense	9,000.00	236.17	4,059.84	4,059.84	0	4,940.16	55
** All Travel Domestic and Foreign	9,000.00	236.17	4,059.84	4,059.84	0	4,940.16	55
*** Total Non-Personal Services	66,080.00	1,057.45	16,752.26	16,752.26	0.00	49,327.74	75
**** Total Direct Costs	431,689.00	35,258.37	201,848.64	201,848.64	30,538.26	199,302.10	46
580000 Plan Indir Cost & Ot	112,239.00	0	0	0.00	0	112,239.00	100
581000 Indirect Cost Charges	0	9,167.18	52,480.63	52,480.63	0	52,480.63	0
**** Other Deductions	112,239.00	9,167.18	52,480.63	52,480.63	0	59,758.37	53
***** Total Expense	543,928.00	44,425.55	254,329.27	254,329.27	30,538.26	259,060.47	48

When most budgets are created, these types of expenses fall into the Materials and Supplies line.

OSP splits out operating expenses according to accounting principles. This is one subtotal of the remaining funds in the category.

Hint: Subcontractor Payment are charged to 526004

This is the other sub-category of Operating supplies.

This is the final total of remaining Operating and Supplies in the budget.

Total Budgeted Travel - amount spent to date = remaining travel

Total NON-personnel budget line

This is the line that should be used for looking at the final numbers for the month.

Indirect Cost Info Disregard

Total of the grant/project/account as of the last day of the reporting month. Includes indirect costs.

FINANCIAL - SUBCONTRACT EXAMPLE

WBS: Rev/Exp Summary

UNIVERSITY OF NEBRASKA
WBS Elements: Revenue and Expense Summary
As Of: 06/03/2013
Reporting Period: 11/ 2013
Principal Investigators Name
Project Start/Finish Dates: 00/00/0000 To 00/00/0000
Project: SUB 1
WBS Start/Finish Dates: 07/01/2012 To 06/30/2013
WBS 24-1710XXXX-003 TO WBS 24-1710-XXXX-003
ZWBSSUM2 Time: 10:33:06 User: JCATALINA

Expenses							
Cost Elements	Plan	Period 11	Year to Date	Life to Date	Commitments	\$ Variance	% Remain
520000 Plan Tot Operate Exp	266,479.00	0	0	0.00	0	266,479.00	100
526004 Subcontract Payments	0	0.00	168,217.22	168,217.22	0	168,217.22	0
* Operating Expenses/Services	266,479.00	0.00	168,217.22	168,217.22	0	98,261.78	37
** Total Operating & Supplies	266,479.00	0.00	168,217.22	168,217.22	0	98,261.78	37
*** Total Non-Personal Services	266,479.00	0.00	168,217.22	168,217.22	0	98,261.78	37
**** Total Direct Costs	266,479.00	0.00	168,217.22	168,217.22	0	98,261.78	37
580000 Plan Indir Cost & Ot	6,500.00	0	0	0.00	0	6,500.00	100
**** Other Deductions	6,500.00	0	0	0.00	0	6,500.00	100
***** Total Expense	272,979.00	0.00	168,217.22	168,217.22	0	104,761.78	38

Expense + Revenues							
Revenue (over)/under expense	Plan	Period 11	Year to Date	Life to Date	Commitments	\$ Variance	% Var.
Revenue (over)/under expense	272,979.00	0.00	168,217.22	168,217.22	0.00	104,761.78	38

4. PROJECT COMMITMENT LINE ITEMS:

This report provides spending commitments that have been entered into the accounting system. It typically includes only salary and benefits, but can include pending purchase orders and eShop orders.

These amounts can be misleading as SAP only calculates total salary and benefits based on one or both of the following:

- 1) The end date of the project in SAP: A multiple year project is usually only funded one year at a time. Therefore, Sponsored Programs only considers the current project/budget period end date. (Example: A grant is awarded from 2012 - 2016, but funded one year at a time. The current project/budget period's end date is the last day that SAP will calculate salaries and benefits for personnel on the project. This project ends on 06/30/2016, but has only been officially funded through 06/30/2014. No funds are considered past 06/30/2014.)
- 2) The appointment date(s) of the employee(s) paid from that Cost Center. If someone's appointment has an end date that is before the project/budget period end date, it will not calculate any funds past that end date. If you plan to continue to fund someone from this account, please take their appointment dates into consideration when planning for the future.

01/06/2014		24- [REDACTED] US EDUC [REDACTED] UNL Portion Commitments							
WBS Element	Cost elem.	Cost element name	Doc. Date	Debit date	ValCOA+Cur	Name	Vendor	DocC	RefDocNo
24- [REDACTED]-002	S14000	Plan Off/Serv Salary	07/13/2013	07/13/2013	7,463.52	[REDACTED] Data Coordinato		EFnd	3000437795
* 24- [REDACTED]-002	S14000				7,463.52				
24- [REDACTED]-002	S31100	Office Supplies	01/03/2014	01/03/2014	16.48	Office Depot (R) Brand White Inkjet/Laser	145729	FOrd	E000113739
* 24- [REDACTED]-002	S31100				16.48				
** 24- [REDACTED]-002					7,480.00				