

## Look up Budget Details

**Go to:** Finance>>Commitment Control>>Review Budget>>Budget Details

**Enter** any or all of the budget details you know—you do not need to enter all of the budget information to search

**Click Search for Search Results**

The screenshot shows the PROMAT web application interface. At the top left is the PROMAT logo. The top right has a search bar and a 'My Links' dropdown. Below the logo are 'Home' and 'My Page' tabs. A left-hand menu lists various system functions, with 'Budget Details' highlighted. The main content area is titled 'Budget Details' and contains a search form with the following fields:

Field	Operator	Value
Business Unit:	=	PCCD1
Ledger Group:	=	APPROP
Object Code:	begins with	4304
Cost Center:	begins with	241
Fund Code:	begins with	13
Program Code:	begins with	1
Location:	begins with	2
Accounting Line:	begins with	00
Activity Suffix:	begins with	632100
PC Business Unit:	begins with	
Project:	begins with	0580
Activity:	begins with	
Source Type:	begins with	
Budget Period:	begins with	2006
Statistics Code:	begins with	

At the bottom of the form are 'Search' and 'Clear' buttons, along with links for 'Basic Search' and 'Save Search Criteria'. A callout box with a black border and white background contains the text: 'Click on the budget line information you want to view'.

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- ▽ Commitment Control
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- ▽ Review Budget Activities
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  - Budgets Overview
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- ▷ General Ledger
- ▷ Set Up
- Financials/Supply Chain

### Search Results

View All First 1-15 of 15 Last

Business Unit	Ledger Group	Object Code	Cost Center	Fund Code	Program Code	Location	Accounting Line	Activity Suffix	FC Business Unit	Project	Activity	Source Type	Budget Period	Statistics Code
PCCD1	APPROP	1203	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	2102	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	2352	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	2353	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	4304	241	13	1	2	00	632100	(blank)	0480	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	4307	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	5106	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	5202	241	13	1	2	00	632100	(blank)	0508	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	5202	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	5204	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	5205	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	5885	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	6403	241	13	1	2	00	632100	(blank)	0580	(blank)	(blank)	2006	(blank)
PCCD1	APPROP	6403	241	13	1	2	00	632100	(blank)	0480	(blank)	(blank)	2006	(blank)

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### Commitment Control Budget Details

Business Unit	Ledger Group	Location	Fund Code	Cost Center	Object Code	Program Code	Activity Suffix	Project	Accounting Line	Budget Period
PCCD1	APPROP	2	13	241	4304	1	632100	0580	00	2006

#### Ledger Amounts

<b>Budget:</b>	950.00 USD	<a href="#">Attributes</a>	<a href="#">Display Chart</a>	<a href="#">i</a>
<b>Expense:</b>	0.00 USD	Parent / Children		
<b>Encumbrance:</b>	853.69 USD			
<b>Pre-Encumbrance:</b>	0.00 USD			
<b>Associate Revenue:</b>	0.00 USD			

#### Available Budget

<b>Without Tolerance:</b>	96.31 USD	<b>Percent:</b>	(10.14%) <a href="#">Forecasts</a>
<b>With Tolerance:</b>	96.31 USD	<b>Percent:</b>	(10.14%) <a href="#">Forecasts</a>

#### Budget Exceptions

<b>Exception Errors:</b>	50	<b>Exception Warnings:</b>	0	<a href="#">Budget Exceptions</a>
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Click here on Budget Exceptions

The error shows up as “Exceeds Budget Tolerance”  
 And lists two different requisitions applied to this budget : 2000004374 and 2000004753



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Search:

My Links: [Select One](#)

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**Menu**

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## Commitment Control Budget Exceptions

**Budget Type:** APPROP      Appropriation Ledger Rules  
**Business Unit:** PCCD1      Peralta Community College Dist  
**Project:** 0580      Matriculation Credit 2005-06  
**Budget Period:** 2006

ChartField	ChartField Value	Description
Location:	2	College of Alameda
Fund Code:	13	MATRICULATION
Cost Center:	241	Student Services-VP
Object Code:	4304	Supplies-office repair bottle
Program Code:	1	General Operations
Activity Suffix:	632100	Matriculation And Student Asse
Project:	0580	Matriculation Credit 2005-06
Accounting Line:	00	Line 00

'Exception Type: Error      **Maximum Rows:**        More Transactions Exist

[Advanced Transaction Criteria](#)      [Budget Detail](#)      Search

Transactions with Budget Exceptions						
Transaction Data	Budget Override					
Date	Transaction Type	Exception	Amount		ID Name	ID Value
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	274.00 USD		Requisition ID:	2000004374
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	58.90 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	63.69 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	17.07 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	75.48 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	7.14 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	7.14 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	64.44 USD		Requisition ID:	2000004753
01/12/2006	REQ_PREENC	Exceeds Budget Tolerance	183.90 USD		Requisition ID:	2000004753