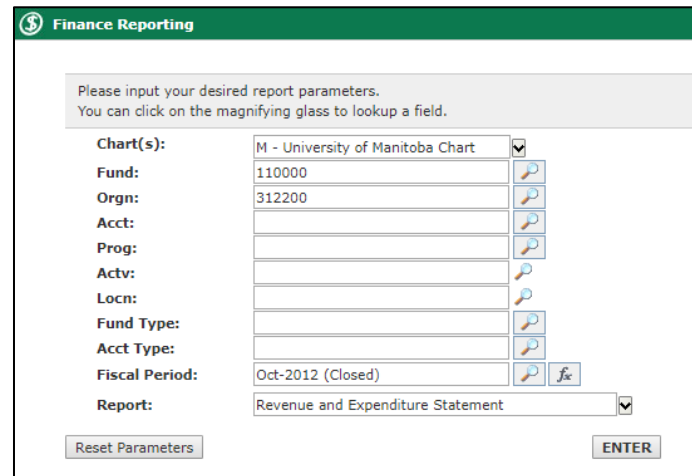


To determine the amount available to spend on your FOP:

View the **Revenue and Expenditure Statement** report as follows,

- In the Main Menu, type in the Fund and Orgn you want to view.
- From the Report drop-down list, select the **Revenue and Expenditure Statement**.
- Click **ENTER** to run the report.



- The report will display a *Summary by Account Detail*.



Acct	Title	Oct-2012 Month Actual	Oct-2012 YTD Actual	O/S Commitments	YTD Total Activity	YTD Fiscal Budget	Budget Available	Budget Fav/Unfav
72000	Externally Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00	0%
	<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
	<b>Capital Asset Acquisitions</b>							
702001	Binding	0.00	0.00	0.00	0.00	0.00	0.00	
726301	Equipment Under Capital Lease	0.00	0.00	3,543.04	3,543.04	0.00	-3,543.04	U
730052	Profssnl Fees - Bldgs & Maj R...	0.00	0.00	0.00	0.00	0.00	0.00	
	<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>3,543.04</b>	<b>3,543.04</b>	<b>0.00</b>	<b>-3,543.04</b>	<b>0% U</b>
	<b>Repairs and Maintenance</b>							
740001	R & M - General Equipment	459.05	535.10	0.00	535.10	0.00	-535.10	U
740002	R & M - Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	
740005	R & M - Office Equipment	122.24	122.24	0.00	122.24	0.00	-122.24	U
740203	Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00	
	<b>Subtotal</b>	<b>581.29</b>	<b>657.34</b>	<b>0.00</b>	<b>657.34</b>	<b>0.00</b>	<b>-657.34</b>	<b>0% U</b>
	<b>Student Awards</b>							
67042	Scholarships Masters Canadian	0.00	0.00	0.00	0.00	0.00	0.00	
	<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
	<b>Total Non-Salary Expenditures</b>	<b>6,084.37</b>	<b>30,343.82</b>	<b>3,543.04</b>	<b>33,886.86</b>	<b>19,663.00</b>	<b>-14,223.86</b>	<b>72.3% U</b>
	<b>Total All Expenses</b>	<b>151,129.87</b>	<b>1,195,465.16</b>	<b>725,403.44</b>	<b>1,920,868.60</b>	<b>1,960,279.00</b>	<b>39,410.40</b>	<b>2% F</b>
	<b>Total Revenues Less Expenses and Transfers</b>	<b>-151,129.87</b>	<b>-1,195,465.16</b>	<b>-725,403.44</b>	<b>-1,920,868.60</b>	<b>-1,960,279.00</b>	<b>39,410.40</b>	<b>2% F</b>

- View the **Budget Available** column and the **Total All Expenses** row for the amount left to spend on your FOP.

**Budget Available** is the remaining amount after YTD Actual Expenses and Commitments have been deducted from the YTD Fiscal Budget.