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**.

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

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