



# Budget Check Errors Quick Reference Guide

## Resolving Budget Check Errors

This document provides information about how to resolve budget check errors. Refer to the information presented for the Fund used on the Chartstring with the error.

Warnings and UGAMart Non-Control Budget messages do not prevent transactions from processing and require no additional action.

	Fund Type	Budgetary Control	Budget Checkpoint Queries
10000 ~ 11390	General Operations: <ul style="list-style-type: none"> <li>State Appropriations</li> <li>Tuition</li> <li>RI-Other General</li> <li>AU/UGA Med Partnership</li> </ul>	<ul style="list-style-type: none"> <li><b>Bud Ref</b></li> <li><b>Fund</b></li> <li><b>Dept Parent Control Group</b></li> </ul> If Project included, see "Project Control"	<b>UGA_KK_CTL_DPT_BAL_SUM</b> <i>Specify the Department Being Charged, as well as the Fund and Budget Reference</i> <ul style="list-style-type: none"> <li><i>No Budget Exists:</i> No budget has been allocated to the budgetary control combination (Bud Ref, Fund, and any Dept within the Dept Parent Control Group)</li> <li><i>Exceeds Budget Tolerance:</i> The transaction exceeds the sum of the budget balances for the Bud Ref, Fund, and Department Control Group.</li> </ul>
11500 ~ 11510	Federal Appropriations: <ul style="list-style-type: none"> <li>Ag Exp Stations</li> <li>Coop Ext Serv</li> </ul>	<ul style="list-style-type: none"> <li><b>Bud Ref</b></li> <li><b>Fund</b></li> </ul> If Project included, see "Project Control"	<b>UGA_KK_FUND_EXP_REV_BALS</b> <i>Specify the Fund and Budget Reference Only</i> <ul style="list-style-type: none"> <li><i>Exceeds Budget Tolerance:</i> The transaction exceeds the sum of the budget balance for the Fund and Budget Reference.</li> </ul> <p><b>Manage Funds more closely on a departmental control group basis:</b></p> <b>UGA_KK_CTL_DPT_BAL_SUM</b> <i>Specify the Department Being Charged, as well as the Fund and Budget Reference</i>
11600 ~ 16000	<ul style="list-style-type: none"> <li>Auxiliary</li> <li>DSS</li> <li>IDC</li> <li>Student Activities Fees</li> <li>Tech Fees</li> <li>Other General</li> </ul>	<ul style="list-style-type: none"> <li><b>Bud Ref</b></li> <li><b>Fund</b></li> <li><b>Dept Parent Control Group</b></li> </ul> If Project included, see "Project Control"	<b>UGA_KK_CTL_DPT_BAL_SUM</b> <i>Specify the Department Being Charged, as well as the Fund and Budget Reference</i> <ul style="list-style-type: none"> <li><i>No Budget Exists:</i> No budget has been allocated to the budgetary control combination (Bud Ref, Fund, and any Dept within the Dept Parent Control Group)</li> <li><i>Exceeds Budget Tolerance:</i> The transaction exceeds the sum of the budget balances for the Bud Ref, Fund, and Department Control Group.</li> </ul>



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	Fund Type	Budgetary Control	Budget Checkpoint Queries
20000	Restricted Sponsored	<ul style="list-style-type: none"> <li><b>Project ID</b> PCBU 18003 – Begins with S PCBU 18400 – Begins with R</li> </ul> <p><b>Budget must exist for:</b></p> <ul style="list-style-type: none"> <li><b>Fund</b></li> <li><b>Department</b></li> <li><b>Program</b></li> <li><b>Class</b></li> <li><b>Project</b></li> <li><b>Activity</b></li> <li><b>Budget Account</b></li> </ul>	<p><b>Project Balance:</b> "Exceeds Budget Tolerance" <b>UGA_KK_PROJECT_BAL_SUM_GT</b> Specify the Project only</p> <ul style="list-style-type: none"> <li>The total Budget Balance across all Activities, departments, and Funds must be adequate to accommodate the transaction.</li> </ul> <p><b>Project ChartFields/ Account Code families:</b> "No Budget Exists" <b>UGA_GM_BUDGET_BY_CFS</b></p> <ul style="list-style-type: none"> <li>The relevant Budget Account with the Fund, Department, Program, Class, Project, and Activity being charged must be budgeted. It is not necessary to have sufficient budget by this chartstring, it simply must exist, even with a \$0 budget.</li> <li><b>Budget Account Identifier:</b> Use this tool to determine the relevant Budget Account for the Account being charged. Enter the Account you are charging, and it returns the Budget Account needed to be listed on results of the query.</li> </ul> <p><b>Project Dates:</b> "Budget Date out of Bounds" <b>UGA_GM_DATES_BY_ACTIVITY</b></p> <ul style="list-style-type: none"> <li>The date on the transaction must be within KK Project Begin and End dates shown for the Activity in the query results.</li> </ul>
20100	Student Financial Aid	N/A	Note: No budget control
20200 ~ 20300	<ul style="list-style-type: none"> <li>Foundation</li> <li>Research Foundation</li> </ul>	<ul style="list-style-type: none"> <li><b>Bud Ref</b></li> <li><b>Fund</b></li> <li><b>Class</b></li> </ul> <p>If Project included, see "Project Control"</p>	<p><b>Balance for Bud Ref, Fund, Class:</b> <b>UGA_KK_CTL_CLASS_BAL_SUM_GT</b> Specify the Fund, Class, and Bud Ref only</p> <ul style="list-style-type: none"> <li><b>No Budget Exists:</b> No budget has been allocated to the budgetary control combination (Bud Ref, Fund, and Class)</li> <li><b>Exceeds Budget Tolerance:</b> The transaction exceeds the sum of the budget balance for the Bud Ref, Fund, and Class.</li> </ul> <p><b>Manage Funds more closely on a departmental control group and Class basis</b> <b>UGA_KK_CTL_CLASS_DPT_BAL_SUM</b> Specify the Department and Class Being Charged, as well as the Fund and Budget Reference</p>
20400	Restricted Non-Sponsored	<ul style="list-style-type: none"> <li><b>Bud Ref</b></li> <li><b>Fund</b></li> <li><b>Dept Parent Control Group</b></li> </ul> <p>If Project included, see "Project Control"</p>	<p><b>UGA_KK_CTL_DPT_BAL_SUM</b> Specify the Department Being Charged, as well as the Fund and Budget Reference</p> <ul style="list-style-type: none"> <li><b>No Budget Exists:</b> No budget has been allocated to the budgetary control combination (Bud Ref, Fund, any Dept within the Dept Parent Control Group)</li> <li><b>Exceeds Budget Tolerance:</b> The transaction exceeds the sum of the budget balances for the Bud Ref, Fund, and Department Control Group.</li> </ul>



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	Fund Type	Budgetary Control	Budget Checkpoint Queries
20500	UGA Endowment Funds	<ul style="list-style-type: none"> <li>• <b>Fund</b></li> <li>• <b>Bud Ref</b></li> <li>• <b>Class</b></li> </ul> If Project included, see "Project Control"	<p><b>Balance for Bud Ref, Fund, Class:</b>  <a href="#">UGA_KK_CTL_CLASS_BAL_SUM_GT</a>  <i>Specify the Fund, Class, and Bud Ref only</i></p> <ul style="list-style-type: none"> <li>○ <i>No Budget Exists:</i> No budget has been allocated to the budgetary control combination (Bud Ref, Fund, and Class)</li> <li>○ <i>Exceeds Budget Tolerance:</i> The transaction exceeds the sum of the budget balance for the Bud Ref, Fund, and Class.</li> </ul> <p><b>Manage Funds more closely on a departmental control group and Class basis</b>  <a href="#">UGA_KK_CTL_CLASS_DPT_BAL_SUM</a>  <i>Specify the Department and Class Being Charged, as well as the Fund and Budget Reference</i></p>
21300 ~ 21390	Restricted Sponsored <ul style="list-style-type: none"> <li>○ Coop Extension Serv</li> <li>○ Forestry Research</li> <li>○ Forestry Coop Ext</li> <li>○ Marine Extension</li> <li>○ Skidaway Institute</li> <li>○ Marine Institute</li> <li>○ Athens/Tifton Vet</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Project ID</b></li> </ul> <i>PCBU 18003 – Begins with S</i>  <i>PCBU 18400 – Begins with R</i>  <b>Budget must exist for:</b> <ul style="list-style-type: none"> <li>• <b>Fund</b></li> <li>• <b>Department</b></li> <li>• <b>Program</b></li> <li>• <b>Class</b></li> <li>• <b>Project</b></li> <li>• <b>Activity</b></li> <li>• <b>Budget Account</b></li> </ul>	<p><b>Project Balance:</b> <i>"Exceeds Budget Tolerance"</i>  <a href="#">UGA_KK_PROJECT_BAL_SUM_GT</a>  <i>Specify the Project only</i></p> <ul style="list-style-type: none"> <li>○ The total Budget Balance across all Activities, departments, and Funds must be adequate to accommodate the transaction.</li> </ul> <p><b>Project ChartFields/ Account Code families:</b> <i>"No Budget Exists"</i>  <a href="#">UGA_GM_BUDGET_BY_CFS</a> <ul style="list-style-type: none"> <li>○ The relevant Budget Account with the Fund, Department, Program, Class, Project, and Activity being charged must be budgeted. It is not necessary to have sufficient budget by this chartstring, it simply must exist, even with a \$0 budget.</li> <li>○ <a href="#">Budget Account Identifier</a>: Use this tool to determine the relevant Budget Account for the Account being charged. Enter the Account you are charging, and it returns the Budget Account needed to be listed on results of the query.</li> </ul> </p> <p><b>Project Dates:</b> <i>"Budget Date out of Bounds"</i>  <a href="#">UGA_GM_DATES_BY_ACTIVITY</a> <ul style="list-style-type: none"> <li>○ The date on the transaction must be within KK Project Begin and End dates shown for the Activity in the query results.</li> </ul> </p>
30000 ~ 42000	<ul style="list-style-type: none"> <li>• Endowment</li> <li>• Loan</li> </ul>	N/A	Note: No budget control



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	Fund Type	Budgetary Control	Budget Checkpoint Queries
50000 ~ 50100	Plant Funds	<ul style="list-style-type: none"> <li><b>Bud Ref</b></li> <li><b>Fund</b></li> </ul> If Project included, see "Project Control"	<b>Budget Control:</b> <b>UGA_KK_FUND_EXP_REV_BALS</b>  <b>Manage Funds more closely on a departmental control group basis:</b> <b>UGA_KK_CTL_DPT_BAL_SUM</b> <i>Specify the Department Being Charged, as well as the Fund and Budget Reference</i>
50200 ~ 50300	Plant Funds	<ul style="list-style-type: none"> <li><b>Project ID</b> (Should start C)</li> </ul> <b>Budget must exist for:</b> <ul style="list-style-type: none"> <li><b>Fund</b></li> <li><b>Department</b></li> <li><b>Program</b></li> <li><b>Class</b></li> <li><b>Project</b></li> <li><b>Activity</b></li> <li><b>Chartfield1</b></li> <li><b>Operating Unit</b></li> </ul>	<b>Project Balance: "Exceed Budget Tolerance"</b> <b>UGA_KK_PROJECT_BAL_SUM_GT</b> <i>Specify the Project only</i> <ul style="list-style-type: none"> <li>The total Budget Balance across all Activities, departments, and Funds must be adequate to accommodate the transaction.</li> </ul> <b>Project ChartFields/ Account Code families: "No Budget Exists"</b> <b>UGA_PC_PROJ_BUDGET_CFS</b> <ul style="list-style-type: none"> <li>The Fund, Department, Program, Class, Project, Activity, Chartfield1 and Operating Unit being charged must be budgeted. It is not necessary to have sufficient budget by this chartstring, it simply must exist, even with a \$0 budget.</li> </ul> <b>Project Dates: "Budget Date out of Bounds"</b> <b>UGA_PC_PROJECT_DATES</b> <ul style="list-style-type: none"> <li>The date on the transaction must be within KK Project Begin and End dates shown for the Activity in the query results.</li> </ul>

## Project Control by Fund

Fund	Project Type	Budgetary Control	
20000  21300- 21399	<b>Sponsored Projects</b> <i>Begins with S or R</i>	<ul style="list-style-type: none"> <li><b>Project ID</b></li> </ul>	Refer to section for Funds 20000 or 21300-21399 above OR Refer to section for PCBU 18003 and 18400 below
50200 50300	<b>Capital Project –</b> <i>Begins with C</i>	<ul style="list-style-type: none"> <li><b>Project ID</b></li> </ul>	Refer to section Funds 50200 and 50300 above OR Refer to section PCBU 18002 below
All other	<b>Capital Project –</b> <i>Begins with C</i> <b>Non-sponsored Project - begins with N</b> <b>Sponsored Projects</b> <i>Begins with S or R</i>	<ul style="list-style-type: none"> <li><b>Project ID</b></li> <li><b>AND</b></li> <li><b>Control specified for Fund above</b></li> </ul>	If a Project is included on a Chartstring with any other fund, the transaction is subject to the Budgetary Control for the related Fund (see that Fund above) AND the Budgetary Control relevant for the type of Project (see below). Issues related to the Budgetary Control for the Fund will reflect the DEPT_PRNT or DEPT_CHILD ledger, while issues related to the Project Budgetary Control will reflect either the PROJ_PRNT or PROJ_CHILD ledger.



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## Project Control by Project Type

PCBU	Project Type	Budgetary Control	Budget Checkpoint Queries
18000	<b>Begins with N –</b> <i>Non-sponsored</i>	<ul style="list-style-type: none"> <li>• <b>Project ID</b> (Should start N)</li> </ul> <p><b>Budget must exist for:</b></p> <ul style="list-style-type: none"> <li>• <b>Fund</b></li> <li>• <b>Department</b></li> <li>• <b>Program</b></li> <li>• <b>Class</b></li> <li>• <b>Project</b></li> <li>• <b>Activity</b></li> <li>• <b>Chartfield1</b></li> <li>• <b>Operating Unit</b></li> </ul>	<p><b>Project Balance:</b> <i>"Exceeds Budget Tolerance"</i> <b>UGA_KK_PROJECT_BUDGET_BALANCE</b></p> <p><b>Project ChartFields:</b> <i>"No Budget Exists"</i> <b>UGA_PC_NONSP_BUDGET</b></p> <ul style="list-style-type: none"> <li>○ The Fund, Department, Program, Class, Project, Activity, Chartfield1 and Operating Unit being charged must be budgeted. It is not necessary to have sufficient budget by this chartstring, it simply must exist, even with a \$0 budget.</li> </ul> <p><b>Project Dates:</b> <i>"Budget Date out of Bounds"</i> <b>UGA_PC_PROJECT_DATES</b></p> <ul style="list-style-type: none"> <li>○ The date on the transaction must be within KK Project Begin and End dates shown for the Activity in the query results.</li> </ul>
18002	<b>Begins with C –</b> <i>Capital</i>	<ul style="list-style-type: none"> <li>• <b>Project ID</b> (Should start C)</li> </ul> <p><b>Budget must exist for:</b></p> <ul style="list-style-type: none"> <li>• <b>Fund</b></li> <li>• <b>Department</b></li> <li>• <b>Program</b></li> <li>• <b>Class</b></li> <li>• <b>Project</b></li> <li>• <b>Activity</b></li> <li>• <b>Chartfield1</b></li> <li>• <b>Operating Unit</b></li> </ul>	<p><b>Project Balance:</b> <i>"Exceed Budget Tolerance"</i> <b>UGA_KK_PROJECT_BAL_SUM_GT</b> <i>Specify the Project only</i></p> <ul style="list-style-type: none"> <li>○ The total Budget Balance across all Activities, departments, and Funds must be adequate to accommodate the transaction.</li> </ul> <p><b>Project ChartFields/ Account Code families:</b> <i>"No Budget Exists"</i> <b>UGA_PC_PROJ_BUDGET_CFS</b></p> <ul style="list-style-type: none"> <li>○ The Fund, Department, Program, Class, Project, Activity, Chartfield1 and Operating Unit being charged must be budgeted. It is not necessary to have sufficient budget by this chartstring, it simply must exist, even with a \$0 budget.</li> </ul> <p><b>Project Dates:</b> <i>"Budget Date out of Bounds"</i> <b>UGA_PC_PROJECT_DATES</b></p> <ul style="list-style-type: none"> <li>○ The date on the transaction must be within KK Project Begin and End dates shown for the Activity in the query results.</li> </ul>



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18003  
18400

**Sponsored Projects Begins with S**– Sponsored  
**Begins with R** - Research Foundation Sponsored

*If a Project is associated with a chartstring including funds other than 20000 or 213xx, it is considered Cost Share and the chartstring MUST include a Program code identified as Cost Share.*

• **Project ID**  
(Should start R or S)

**Budget must exist for:**

- **Fund**
- **Department**
- **Program**
- **Class**
- **Project**
- **Activity**
- **Budget Account**

**Project Balance:** "Exceed Budget Tolerance"

**UGA\_KK\_PROJECT\_BAL\_SUM\_GT**

*Specify the Project only*

- The total Budget Balance across all Activities, departments, and Funds must be adequate to accommodate the transaction.

**Project ChartFields/ Account Code families:** "No Budget Exists"

**UGA\_GM\_BUDGET\_BY\_CFS**

- The relevant Budget Account with the Fund, Department, Program, Class, Project, and Activity being charged must be budgeted. It is not necessary to have sufficient budget by this chartstring, it simply must exist, even with a \$0 budget.
- **Budget Account Identifier:** Use this tool to determine the relevant Budget Account for the Account being charged. Enter the Account you are charging, and it returns the Budget Account needed to be listed on results of the query.

**Project Dates:** "Budget Date out of Bounds"

**UGA\_GM\_DATES\_BY\_ACTIVITY**

- The date on the transaction must be within KK Project Begin and End dates shown for the Activity in the query results.

## Additional Information

- Additional resources can be found in the OneSource Training Library at [training.onesource.uga.edu](https://training.onesource.uga.edu).
- For assistance, contact the OneSource Service Desk at [onesource@uga.edu](mailto:onesource@uga.edu) or 706-542-0202 (option 2).