<table>
<thead>
<tr>
<th>Sub</th>
<th>General Ledger</th>
<th>Current Expenditures</th>
<th>Projected Balance 1-2 +3-4-5-6</th>
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<tr>
<td></td>
<td>Approp. ITD (06/21)</td>
<td>Expenses ITD (06/21)</td>
<td>Encumbr. &amp; Memo Lien</td>
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<tr>
<td>00</td>
<td>Salaries-Academic</td>
<td>368,310.00</td>
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<td>Salaries-Staff Career</td>
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<td>Salaries-General Assistance</td>
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<td>05</td>
<td>Special Items</td>
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<tr>
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<td>Recharge</td>
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<td>Total Direct</td>
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<td>485,246.62</td>
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<tr>
<td>9H</td>
<td>F &amp; A</td>
<td>420,000.00</td>
<td>271,737.87</td>
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<td>Total</td>
<td>1,170,000.00</td>
<td>756,984.49</td>
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**COLOR KEY:**
- **Non-Payroll Expenditure Adjustment Request (Npear)**
- **Transfer of Funds (TOF)**
- **Payroll Adjustment via Direct Retro**
- **Benefit Cost Transfer (BCT) or Payroll Journal - benefit separate from salary**
- **Purchase Order or Change Order or Recharge**
- **School of Medicine Financial Projection Module (FPM)**
- **Automatically calculated by various systems. If adjustments are required for…**

**System to Create Adjustment**
- **Online Financial System**
- **UCPath**
- **Bruin Buy**
- **FPM within Dean's Office Program via Jump Server**

**FINANCIAL SYSTEM KEY ENTRY**
- **Non-Payroll Expenditure Adjustment**
- **Transfer of Funds**
- **Recharge System**

**BCT Portal (for unallowable benefits only)**
- **Open CRU Case for manual Payroll Journal (for benefit corrections)**

**Bruin Buy**
- **FPM within Dean's Office Program via Jump Server**

**Column 2 or 4 - contact EFM**
- **Column 5 - check OASIS Overhead Base Code & Rate (See Exhibit A)**
- **Column 6 - check FPM F&A rate is correct & marked included/excluded as appropriate for non-payroll (See Exhibit B)**
EXHIBIT A - OASIS

To get to screen:
1. Double click on OASIS icon on desktop
2. Log into OASIS
3. FS00 ---> Enter
4. Selection: 1
5. Location: 4 ---> Enter
6. Action: B for Browse
7. Table: AF
8. Request: enter FAU ---> Enter

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EXHIBIT B - FPM

Check F&A rate listed in the Chart of Accounts to ensure the correct rate is listed

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When adding projections into FPM, make sure “Assess F&A” box is correctly checked.