

2023 Workshop Series

STAR Workshop - Managing Research with FIS and RIS Tools

Case Study and Answers - Multiple Commitment Items

A \$350,000 research award was granted to your Principal Investigator (PI). The approved budget on this award is as follows:

	Year 1	Year 2
Salaries	\$80,000.00	\$50,000.00
Computers (notebooks including warranties and services)	\$50,000.00	
Microscope and computers	\$35,000.00	
Lab supplies (including pipettes, funnels, beakers and tubes)	\$5,000.00	\$5,000.00
Lab renovation – custom fitting	\$125,000.00	

The agreement with the Sponsor indicates that ‘any changes’ on the approved budget items is subject to approval.

The budget is set up with the following Commitment Items:

item	Budget	Commitments	Actuals	Actuals	Funds available
Expenditures					
COMPENS-S	80,000.00	0.00	0.00	0.00	80,000.00
SUPPL-S	5,000.00	0.00	0.00	0.00	5,000.00
EQUIP-S	85,000.00	0.00	0.00	0.00	85,000.00
SPECIAL1	125,000.00	0.00	0.00	0.00	125,000.00
Lab Renovation					

Questions:

Using the list of GLs shown below, what GLs and Commitment Items will you use to post the following expense transactions.

- 1) Beakers supplies were purchased for \$1,800.00
- 2) Dell Laptops for \$15,000.00
- 3) Taxi expense to and from conference \$500.00
- 4) Construction cost on Laboratories \$33,000.00

List of GLs with Commitment Items

G/L Account	G/L Acct Long Text	Commitment Item
801015	Pay: Administration/Clinical Stipend	HR-APP-AC
801030	Pay: Research Associate	HR-APP-R_ASSOC
801140	Pay: Casual Administrative Compensation	HR-NAPP-AD
801150	Pay: Unions - Temp.	HR-NAPP-UN
821020	Equipment: Lease/rental	EQUIP-LSD
821110	Equipment: Computing: Purchase	EQUIP-PUR
821410	Equip: Copiers: Purchase	EQUIP-PUR
821420	Equip: Copiers: Leased	EQUIP-LSD
825000	Supplies: General	SUPPLIES
825300	Supplies for Cleaning	SUPPLIES
825303	Vehicle gas/supplies	SUPPLIES
825500	Laboratory supplies general	SUP-LAB
825550	Smallware supplies	SUPPLIES
825810	Photocopier Supplies	SUP-OFFICE
835020	Bell Watts	TELEPHONE
835055	Non-Centrex telephone line charge	TELEPHONE
835080	Cellular telephone charges	TELEPHONE
835204	Construction: Management Fees	SER-CONSTR
835206	Construction: Other Consultants	SER-CONSTR
835722	Technical design fee	SER-CONSTR
837900	Officiating fees	SER-FEES
845000	Taxi/Bus Fare	SER-TRANSPN
840060	Employee field trip: car rental	TRAV-EMPL

Answers to Questions:

Using the list of GLs shown below, what GLs and Commitment Items will you use to post the following expense transactions.

- 1) Beakers supplies were purchased for \$1,800.00

GL-825500 is the appropriate GL as the corresponding Commitment Item – “Laboratory supplies general” rolls up to Suppl-S in the Funds Available Budget Hierarchy.

- 2) Dell Laptops for \$15,000.00

GL-821110 is the appropriate GL as the corresponding Commitment Item – “Equipment: Computing: Purchase” rolls up to Equip-S in the Funds Available Budget Hierarchy.

- 3) Taxi expense to and from conference \$500.00

This conference expense is commonly classified as part of ‘Travel’. Since “Travel” is not listed as a budget item, this expense is deemed to be ineligible on this research fund.

If it was eligible, GL-845000 is the appropriate GL with the detailed text of “Taxi/Bus Fare”.

- 4) Construction cost on Laboratories \$33,000.00

GL- 835206 is the appropriate GL however the Commitment Item has to be overwritten with SPECIAL 1, in order to draw the funds out of the appropriate Commitment Item from the Funds Available Budget Hierarchy.