NSF BASICS

University Budget and Planning (Budget Office)

Funds Types Not Monitored for NSF

- ▶ 12 Revenue Generation
- ▶ 15 Service Center
- ▶ 16 Student Fees
- ▶ 20 Ag Research and Extension
- ▶ 21 Restricted Gifts
- ▶ 30 Auxiliary Enterprises

Not Allowed to be NSF

▶ 80 Agency Accounts

These are funds held by the UI for outside entities; therefore, we cannot allow them to be in deficit.

What about grants?

▶ Any fund type 22 NSFs are approved by the Office of Sponsored Projects (OSP).

▶ University Budget and Planning does not monitor NSFs on grant funds.

My document was flagged as NSF. Now what?

▶ If you receive an NSF warning on a document in **Banner**, please do not try to override. The system won't allow it.

▶ You can still submit your document with an NSF warning in Banner.

▶ University Budget and Planning overrides NSFs in Banner while approving documents in the queue.

▶ In **Vandalweb**, you may need to check the NSF override box to submit a claim voucher.

How does the NSF queue work?

▶ We look up the index in FGIBAVL (Budget Availability Status)

▶ BAVL shows the **total by pool (PERS and NONPER)** for the **fund and org**, not the specific index, because BAVL does not filter by program code or activity code.

▶ The pending amount will not be deducted from the BAVL available balance until we override the NSF indicator.

▶ For budget transfers, we ensure funds are available in the specific index using the Budget to Actual tool in Argos.

Will my document be approved?

▶ Approvals are based on **total balance** in the fund/org.

▶ We will send a notification email if we approve a document but the pool is NSF.

▶ We will disapprove a document and notify by email if there is insufficient total available balance.

▶ NSF budget transfers are generally not allowed, unless you are trying to move your deficit from one category to another within one index.

Exceptions

▶ University Budget and Planning maintains a list of indexes, funds and orgs that are preapproved for NSF.

▶ Please email budget@uidaho.edu if you need an exception.

▶ For example, your fund will be made whole by year-end or you have a multi-year plan for addressing a deficit.

Questions?

- Contact us at budget@uidaho.edu
- Office phone 208-885-6718