

# Commitment Control Budget Exceptions

Error Message	Explanation and Solutions
<b>Allotment Ledger Edit Error</b>	<p>Usually a fund source or program value that attempted to populate on the program ledger in PeopleSoft did not occur because the value is not on the BCM_FUND_SRC or KK_PROGRAM tree. The values populate from the BudgetNet files that are interfaced overnight.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Verify what the correct fund source or program value should be.</li> <li>• If fund source value is correct, submit tree request form to <a href="mailto:fscm@sao.ga.gov">fscm@sao.ga.gov</a> to add value to the tree. Requests to add program values will need to be submitted by OPB.</li> <li>• If value is incorrect, contact your OPB Analyst to assist in resolving this issue. Corrections made in BudgetNet will interface overnight and populate the data into the program ledger in PeopleSoft.</li> </ul>
<b>Budget Date is Out of Bounds</b>	<p>Budget attributes have been changed for a budget period outside the current budget year.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Contact SAO at <a href="mailto:fscm@sao.ga.gov">fscm@sao.ga.gov</a> or call 404-657-3956 or 1-888-896-7771 and press option 1, 5.</li> </ul> <p>The budget date on the transaction is not within the effective dates of the project chartfield value.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Review the effective date for the project and if necessary change the date to coincide with the budget date on the transaction.</li> </ul>
<b>CF Value not at Tree Level</b>	<p>A chartfield value should be at the correct level on the tree. In other words, the value is not on the tree for the Program or Allotment Ledgers. See the Program or Allotment Ledger Edit Error for solution.</p> <p><b>Example Message:</b></p> <p>Value RESRC for Chartfield PROGRAM_CODE is not in the tree at the correct level</p>
<b>Document Tolerance Error</b>	<p>A PO line is greater than a voucher line and the difference is not within the tolerance levels (10% or \$500 per PO line).</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Correct the original line on the PO or</li> <li>• Change the Voucher line to match the PO line depending upon which is the correct amount.</li> </ul>

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<b>Exceeds Budget Tolerance</b>	<p>Requested transaction exceeds the available budget. Funding is controlled at the DEPTSUM level. Error message occurs when there is not enough money at the DEPTSUM level.</p> <p>Transaction exceeds budget because the control option for the budget definition is <i>Control</i>.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Amend money into the budget.</li> <li>• Charge the expense to a different budget where money is available.</li> <li>• Override the error which will result in overspending the budget. (only for users with access to override the DEPTSUM Ledger)</li> <li>• Once a correction is made, budget check the transaction again.</li> <li>• Review budgetary compliance rules to determine whether budget is overspent at the legal level of budgetary control.</li> <li>• <b>Note:</b> Budget override is available in the GL, AP and PO modules. It can only be used to correct this one error – “Exceeds Budget Tolerance”.</li> </ul>
<b>Exceeds Non-Cntrl Budget</b>	<p>Warning Message</p> <p>Transaction exceeds budget, but the control option for the budget definition is <i>Track with Budget</i>. Note: Control is at DEPTSUM level.</p> <p>CLASS (Non-control)  ORG (Non-control)  REVEST (Non-control)</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• No intervention or action is needed for this warning.</li> </ul>
<b>Invalid Values</b>	<p>The effective date in Design Chartfield (for project codes) is not within the transaction date or has a date other than 01/01/1900.</p>
<b>No Budget Exists</b>	<p>A budget row has not been established for the chartfield combination entered on the transaction.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Verify that the transaction(s) is coded correctly.</li> <li>• Determine the ORG budget chartfields. In PeopleSoft, navigate to Commitment Control&gt;Review Budget Check Exceptions</li> <li>• Choose the module where error exists and enter the business unit and the transaction (PO, AP, or GL) ID. Click “Search”.</li> <li>• Click on the “Budget Chartfields” tab to find the ORG budget Chartfields.</li> <li>• If the coding is correct, enter zero dollar budget lines (expense/org and revenue rows). If both expense/org and</li> </ul>

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<p><b>No Budget Exists Cont'</b></p>	<ul style="list-style-type: none"> <li>• Corresponding revenue rows are <b>not</b> entered, the BUDJRN LX process will error.</li> <li>• <b>Note:</b> The type of error is not overridable.</li> </ul> <p>For the <b>ALLOT</b> and/or <b>PROGRAM</b> ledgers, budget must first be amended in OPB's BudgetNet. The budget data will populate in the PeopleSoft ledgers in an overnight interface process and be available for review the next day.</p> <p><b>Vouchers and Purchase Orders (PO)</b></p> <p>Error occurs if chartfield values are changed on a PO and the values do not translate to budget chartfields where at least zero dollars are loaded.</p>
<p><b>Override of Exceeds Budget</b></p>	<p>Warning Message</p> <p>A transaction originally had an "Error" process status of "Exceeds Budget Tolerance". The transaction was <i>overridden</i> and the process status changed to "Warning". The "Warning" indicates that a controlled budget is overspent.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• No intervention or action is needed for this warning</li> <li>• Review budgetary compliance rules to determine whether budget is overspent at the legal level of budgetary control.</li> </ul>
<p><b>Program Ledger Edit Error</b></p>	<p>Usually a fund source or program value that attempted to populate on the program ledger in PeopleSoft did not occur because the value is not on the BCM_FUND_SRC or KK_PROGRAM tree. The values populate from the BudgetNet files that are interfaced overnight.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Verify what the correct fund source or program value should be.</li> <li>• If fund source value is correct, submit tree request form to <a href="mailto:fscm@sao.ga.gov">fscm@sao.ga.gov</a> to add value to the tree. Requests to add program values will need to be submitted by OPB.</li> <li>• If value is incorrect, contact your OPB Analyst to assist in resolving this issue. Corrections made in BudgetNet will interface overnight and populate the data into the program ledger in PeopleSoft.</li> </ul>
<p><b>Ref'd Doc Has Been Finalized</b></p>	<p>PO Voucher refers to a finalized or closed PO.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Unfinalize the previous voucher against the PO by clicking the "unfinalize" icon.</li> <li>• Re-budget check the voucher.</li> </ul>

Error Message	Explanation and Solutions
<b>REVENUES AND EXPENSES at the DeptID, Proj_Id, Program, and Fund Code are not in balance - Check Log</b>	Revenues must equal Expenses – verify that revenues (Account 000001) equal expenses (Account range 501xxx – 901xxx) for the combined chartfield values for DeptID, Project, Program, and Fund Code.
<b>Translation Tree Error</b>	<p>At least one of the chartfield values (Org, Project, Fund Source, Fund Code, Program, Class, or Account) in the expense transaction is valid but not on the appropriate tree. PeopleSoft does not know what budget to relate to the expense transaction. For more detail on the error, navigate to Review Budget Exceptions for the module where the error exists. Click on the “More Detail” hyperlink to find the translate value in error. See example below:</p> <p><b>Message:</b>            No translate value for Fund Code: "10100" in Tree "KK_FUND2006", SetID "STATE" or "KK_FUND", SetID "STATE".</p> <p><b>Description:</b>            Budget Processor was not able to find a translated budgetary chartfield value in the specified tree for the specified detail level chartfield.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• Verify that the chartfield value is in Design Chartfield and if not, add the value with a 01/01/1900 date.</li> <li>• Submit a Tree Maintenance Request Form to add the missing chartfield value(s) to the correct tree.</li> <li>• After chartfield value(s) is/are on the tree, budget check the transaction again.</li> </ul> <p><b>Exception Note:</b></p> <p>Requests for <b>account</b> and <b>fund code</b> values should be submitted to SAO Reporting. Requests for <b>program</b> values should be submitted to OPB.</p>
<b>Unable to translate value ( ALL ) in tree (BCM_FUND_SRC ) at level ( BD_ORG )</b>	<p>A revenue line/row may have “ALL” as a value which does not exist on the BCM_FUND_SRC tree at the BD_ORG level.</p> <p>Revenue rows usually have a numerical value at the BD_ORG level.</p> <p><b>Solution(s):</b></p> <ul style="list-style-type: none"> <li>• On the “Budget Lines” tab on the “Budget Journals” page, click the “Fund Src” column heading to sort in ascending order.</li> <li>• Find a revenue row that has the “ALL” value. Make correction(s) and save.</li> <li>• Run Budjrnlx process again.</li> </ul>

Error Message	Explanation and Solutions
DEPTSUM Edit Error	<p>Customers have asked “When the Budget Header Status is “Edit Error” for the DEPTSUM Journal what does this mean? This means the journal did not post during the Budget Post process.</p> <p>When the DEPTSUM Journal is not posted, it denotes that the budget ledgers are out of balance and this impacts your Budget reports like the Budget Comparison and budget queries.</p> <p>This issue occurs when the DEPTSUM Ledger budget is reduced below <b>the available budget amount</b>; a negative appropriated budget results and causes the DEPTSUM Journal to error during the Budget Post process. Bottom line: Budget journal lines reduce control ledger to a negative balance.</p> <p><b>Solution(s):</b></p> <p><b>What agencies need to do to complete the process?</b></p> <p>➤ <b>To complete the posting of the DEPTSUM Journal, follow these steps:</b></p> <ul style="list-style-type: none"> <li>• Navigate to Budget Journals → Enter Budget Journals → Find an Existing Value, Enter the Amendment ID click search and then select the DEPTSUM Journal that is in error.</li> <li>• Go to Budget Lines page and click the “Error” link on the Budget Header Status. This presents the Review Budget Check Exceptions page.</li> <li>• Select “Override Budget” and click “Save”.</li> <li>• Within the same page, click on the link next to the Journal ID to drill back to the Enter Budget Journals – Budget Lines page and click “Process” to Post the DEPTSUM Journal. “Post Journal” is the only option in the process field.</li> <li>• Click ‘YES’ for the message “Are you sure that you want to post this journal” to kick off the process.</li> </ul> <p>➤ <b>Verify that all budget journals are posted for your Amendment in one of two ways:</b></p> <ol style="list-style-type: none"> <li>1. <b>Option 1 – To verify that all journals, related to the Amendment Id, have a Budget Header Status of “Posted”.</b> <ul style="list-style-type: none"> <li>• Navigate to COMMITMENT CONTROL → BUDGET JOURNALS → ENTER BUDGET JOURNALS → FIND AN EXISTING VALUE → Enter the AMENDMENT ID and then click search, The Budget Header Status should be “Posted” for all your journals.</li> </ul> </li> <li>2. <b>Option 2 – To verify journals that are not posted by</b></li> </ol>

**Amendment Id.**

- Navigate to COMMITMENT CONTROL → BUDGET JOURNALS → ENTER BUDGET JOURNALS → FIND AN EXISTING VALUE → Enter the AMENDMENT ID, the Budget Header Status criteria select NOT EQUAL then tab across to the next field and select “POSTED”, click search; the results should be “No Matching Values Found”.

**QUESTIONS:** SAO Customer Service Center (CSC) -  
Financials

404-657-3956 or 888-896-7771

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