1. Fiscal Year (20XX)
2. Fiscal Period (July 1 - June 12, Full year 14)
3. Comparison Fiscal year - Compares fiscal years and/or periods.
4. Commitment Types (All, Committed or Uncommitted)
5. Chart of accounts – Y; Fund and Organization are required fields.
6. Each button above enables a search. Use these when you do not know any element of your FOAP (Fund, Org, Account or Program).
7. Click Submit Query to view your budget.

*Note: Buttons on the right are not used at YSU.

**Organization Criteria** is for numeric searches and **Title Criteria** is used for title case searches.

Use the wildcard character “%” to enhance your search.

Update the Maximum rows to return to see more than 10 items returned in your search.