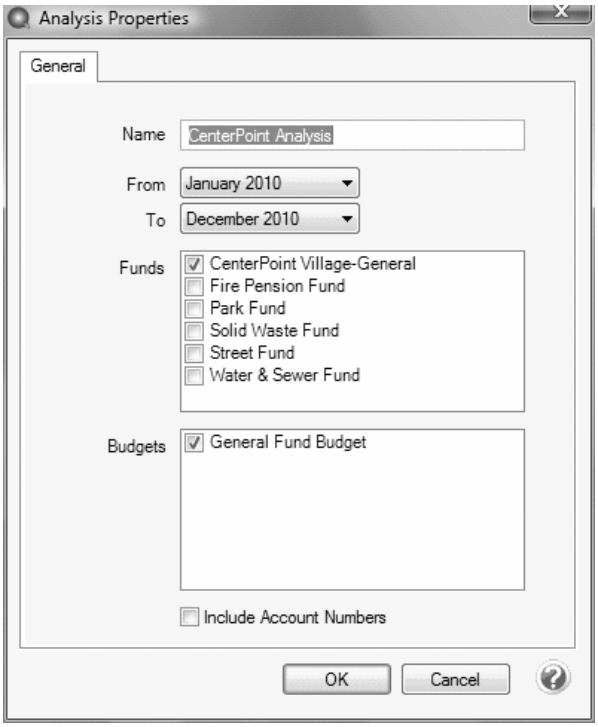
Create a Financial Analysis Comparing Budget to Actual (Book Values)

Document #:	3123	**Product**:	CenterPoint® Fund Accounting

In this topic, we'll provide step-by-step instructions for creating a financial analysis that includes actual (book values) and budget amounts. Refer to the main *Understanding and Using Financial Analysis* topic for additional information on printing a financial analysis, editing actual data and common modifications to an analysis.

Create an Analysis that Compares Budget to Actual

1. Select **Reporting Tools > Financial Analysis**. Click **New**.



2. Enter a **Name** that describes the analysis.
3. Select the date range for this analysis in the **From/To** fields
4. Select the appropriate **Companies**/**Funds**. One or more companies/funds can be included in a single analysis.
5. All **Budgets** for selected companies/funds and time period will be displayed. Select the appropriate budget(s) to be included in this analysis.
6. If you are using account numbers in your database and would like to include them in the financial analysis screen, select **Include Account Numbers**.
7. Click **OK** to display the financial analysis. At this point, only the actual (book value) data will be displayed.

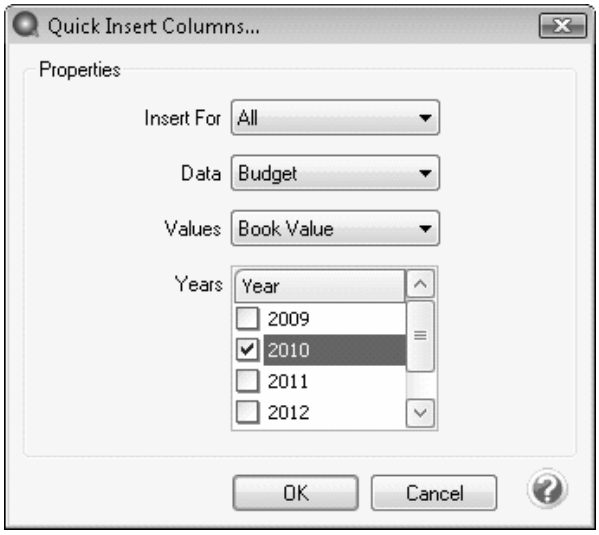
This documentation is for informational purposes only. For specific accounting guidance, please contact your accountant.

File Edit Format View Help

CenterPoint Analysis

	Actual 01/01/10 01/31/10	Actual 02/01/10 02/28/10	Actual 03/01/10 03/31/10	Actual 04/01/10 04/30/10	Actual 05/01/10 05/31/10	Actual 06/01/10 06/30/10	Actual 07/01/10 07/31/10	Actual 08/01/10 08/31/10	Actual 09/01/10 09/30/10	Actual 10/01/10 10/31/10	Actual 11/01/10 11/30/10	Actual 12/01/10 12/31/10	Calculated Total
Revenue													
Fees & Permits													
Dog Tags	0.00	0.00	0.00	15.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	18.00
Franchise Fees	0.00	7,810.94	1,717.32	6,569.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,097.98
Meter Reconnect Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Permits - Building	20.00	10.00	0.00	15.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	55.00
Permits - Business	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trash Bags	195.00	120.00	217.50	(587.50)	255.00	225.00	0.00	0.00	0.00	0.00	0.00	0.00	425.00
Fees & Permits Total	**215.00**	**7,940.94**	**1,934.82**	**6,012.22**	**255.00**	**238.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**16,595.98**
Fines and Forfeitures													
Fines Revenue	0.00	137.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	137.00
Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Citations	0.00	0.00	250.00	524.00	65.00	441.00	0.00	0.00	0.00	0.00	0.00	0.00	1,280.00
Fines and Forfeitures Total	**0.00**	**137.00**	**250.00**	**524.00**	**65.00**	**441.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,417.00**
Government Receipts													
State Turnback	3,037.15	4,480.66	3,935.69	4,210.69	4,124.37	4,263.31	0.00	0.00	0.00	0.00	0.00	0.00	24,051.87
Government Receipts Total	**3,037.15**	**4,480.66**	**3,935.69**	**4,210.69**	**4,124.37**	**4,263.31**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**24,051.87**
Other Revenue													
Interest Revenue	590.79	0.00	298.00	287.74	272.40	257.17	0.00	0.00	0.00	0.00	0.00	0.00	1,706.10
Miscellaneous Revenue	33.00	800.00	192.50	163.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,189.00
Other Revenue Total	**623.79**	**800.00**	**490.50**	**451.24**	**272.40**	**257.17**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,895.10**
Service Revenue													
Garbage Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewer Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Service Revenue Total	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Tax Receipts													
Sales Tax Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax Receipts	15,412.08	25,473.49	17,822.26	8,741.57	19,523.40	18,534.48	0.00	0.00	0.00	0.00	0.00	0.00	105,507.28
Tax Receipts Total	**5,412.08**	**5,473.49**	**7,822.26**	**8,741.57**	**9,523.40**	**8,534.48**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**105,507.28**
Revenue Total	**9,288.02**	**8,832.09**	**4,433.27**	**9,939.72**	**4,240.17**	**3,733.96**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**150,467.23**
Expenses													
Labor Expense													
Contract Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Council Pay	378.00	378.00	378.00	378.00	378.00	378.00	0.00	0.00	0.00	0.00	0.00	0.00	2,268.00
Medicare	92.97	97.22	101.16	103.71	141.87	108.97	0.00	0.00	0.00	0.00	0.00	0.00	645.90
Salaries Expense	6,447.63	6,775.09	7,046.47	7,222.34	9,890.39	7,585.84	0.00	0.00	0.00	0.00	0.00	0.00	44,967.76
Social Security	397.58	415.71	432.54	443.44	606.68	465.98	0.00	0.00	0.00	0.00	0.00	0.00	2,761.93
Unemployment	2.30	2.40	2.50	2.57	2.26	1.82	0.00	0.00	0.00	0.00	0.00	0.00	13.85
Volunteer Fire Pay	670.25	578.75	683.50	697.28	0.00	862.75	0.00	0.00	0.00	0.00	0.00	0.00	3,492.53
Labor Expense Total	**7,988.73**	**8,247.17**	**8,644.17**	**8,847.34**	**1,019.20**	**9,403.36**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**54,149.97**

9. By default the data will be displayed for each month specified. If you prefer to view quarterly or annual numbers instead, select **Format > Predefined Layouts** and choose the appropriate option (Monthly, Quarterly or Annual).
10. Select **Format > Quick Insert Columns**.



11. Select **All** in the **Insert For** field.
12. Select **Budget** in the **Data** field.
13. Select **Book Value** in the **Values** field.
14. Select the appropriate **Year** or **Years**. Click **OK**.

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File Edit Format View Help

CenterPoint Analysis

	Actual 02/01/10 02/28/10	Budget 02/01/10 02/28/10	Actual 03/01/10 03/31/10	Budget 03/01/10 03/31/10	Actual 04/01/10 04/30/10	Budget 04/01/10 04/30/10	Actual 05/01/10 05/31/10	Budget 05/01/10 05/31/10	Actual 06/01/10 06/30/10	Budget 06/01/10 06/30/10	Actual 07/01/10 07/31/10	Budget 07/01/10 07/31/10
Revenue												
Fees & Permits												
Dog Tags	0.00	0.00	0.00	0.00	15.00	15.30	0.00	0.00	3.00	3.06	0.00	0.00
Franchise Fees	7,810.94	7,967.16	1,717.32	1,751.67	6,569.72	6,701.11	0.00	0.00	0.00	0.00	0.00	0.00
Meter Reconnect Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Permits - Building	10.00	10.20	0.00	0.00	15.00	15.30	0.00	0.00	10.00	10.20	0.00	20.40
Permits - Business	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trash Bags	120.00	122.40	217.50	221.85	(587.50)	(599.25)	255.00	260.10	225.00	229.50	0.00	198.90
Fees & Permits Total	**7,940.94**	**8,099.76**	**1,934.82**	**1,973.52**	**6,012.22**	**6,132.46**	**255.00**	**260.10**	**238.00**	**242.76**	**0.00**	**219.30**
Fines and Forfeitures												
Fines Revenue	137.00	139.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Citations	0.00	0.00	250.00	255.00	524.00	534.48	65.00	66.30	441.00	449.82	0.00	0.00
Fines and Forfeitures Total	**137.00**	**139.74**	**250.00**	**255.00**	**524.00**	**534.48**	**65.00**	**66.30**	**441.00**	**449.82**	**0.00**	**0.00**
Government Receipts												
State Turnback	4,480.66	4,570.27	3,935.69	4,014.40	4,210.69	4,294.90	4,124.37	4,206.86	4,263.31	4,348.58	0.00	3,097.89
Government Receipts Total	**4,480.66**	**4,570.27**	**3,935.69**	**4,014.40**	**4,210.69**	**4,294.90**	**4,124.37**	**4,206.86**	**4,263.31**	**4,348.58**	**0.00**	**3,097.89**
Other Revenue												
Interest Revenue	0.00	0.00	298.00	303.96	287.74	293.49	272.40	277.85	257.17	262.31	0.00	602.61
Miscellaneous Revenue	800.00	816.00	192.50	196.35	163.50	166.77	0.00	0.00	0.00	0.00	0.00	33.66
Other Revenue Total	**800.00**	**816.00**	**490.50**	**500.31**	**451.24**	**460.26**	**272.40**	**277.85**	**257.17**	**262.31**	**0.00**	**636.27**
Service Revenue												
Garbage Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewer Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Service Revenue Total	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Tax Receipts												
Sales Tax Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax Receipts	25,473.49	25,982.96	17,822.26	18,178.71	8,741.57	8,916.40	19,523.40	19,913.87	18,534.48	18,905.17	0.00	15,720.32
Tax Receipts Total	**5,473.49**	**5,982.96**	**7,822.26**	**8,178.71**	**8,741.57**	**8,916.40**	**9,523.40**	**9,913.87**	**8,534.48**	**8,905.17**	**0.00**	**5,720.32**
Revenue Total	**8,832.09**	**9,608.73**	**4,433.27**	**4,921.94**	**9,939.72**	**0,338.50**	**4,240.17**	**4,724.98**	**3,733.96**	**4,208.64**	**0.00**	**9,673.78**

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