Budgeting Overview

There are different approaches and ways to do budgeting within SGA, with several options listed below for consideration.

- Enter an annual budget amount in selected accounts by keying the yearly amount in the first month. The menu option global budget changes allow you to spread the annual amount to all months of the fiscal year later.

- Create the budget for selected groups of accounts by running one of the global budget calculations to create a beginning budget based on past years' calculations.

- Do nothing, which gives you a blank slate to begin a new budget.

- Set the budget formats so that on the actuals/budget screen for each account, the user is prompted to have the budget (or forecast) copied from the prior year as a starting point. If components exist, it will also copy the component details. This allows the user to save time by seeing last year's details on each account and making changes as needed for the new year.

- From the actuals/budgets screen, enter the monthly amounts, allowing the user to calculate budgets based on various formulas. You can make good use of many budget tools on this screen. Compare formulas using the worksheet, a summary, graphs, and browsing transactions. This screen displays actuals, budgets, forecasts, and variances. Then, if you wish, break down the details for each month by using components.

- From the actuals/budget screen, go directly to components to enter the budget details for each month. The monthly amounts are auto-updated upon saving.

- At any point, you can see the budgeted amounts in a financial statement, which can be displayed, printed, or exported to Excel.

Other Budgeting Tools

- You can create as many budget columns or scenarios as you need using budget types and budget years.

See Budget Setup for New Year.