











Job Aid: Explain the different ChartField value roll-up (translation) levels used in Commitment Control and Reporting.

SMART uses trees to summarize ChartField values for Budgeting and Reporting purposes. Examples include CC_ACCT or CC_PROG for budgeting, and ADB calculations or CAFR trees for reporting, to name a few.

When budgets are configured in SMART, the system requires the ChartFields and ChartField translations be identified for each different budget configuration – CC_APPROP, CC_REV_EST, CC_CASH, CC_OPERATE, CC_PROJECT and their associated budgets. The following is an example of how expenditures are summarized in the Appropriation Budget Details.

Transactions are entered at the detailed ChartField level in SMART. On the voucher below, the Department value is 10-digits (0392230000) and the Account value is 6-digits (522400).

Summary		Related Documents		Invoice Information		Payments		Voucher Attributes		Error Summary	
Business Unit:	03900	Invoice Number:	7/1-7/31/10								
Voucher ID:	00000003	Invoice Date:	07/13/2010								
Voucher Style:	Regular	Action:	<input type="button" value="Run"/>								
Setoff Status:	Not Processed by Setoff	Interfund Status:	N/A								
Copy from a Source Document											
PO Unit:	<input type="text"/>	Purchase Order:	<input type="text"/>	<input type="button" value="Copy PO"/>	Worksheet Copy Option:	None					
Vendor:	0000006465 	*Pay Terms:	00 	Due Now 	Basis Dt Type	Inv Date					
Name:	ATTCORP-001 	Accounting Date:	07/13/2010 		Comments(0)						
Location:	001 	*Currency:	USD 		Non Merchandise Summary						
*Address:	3  Advanced Vendor Search	Total:	215.00 <input type="button" value="Calculate"/>		Session Defaults						
AT&T CORP		Difference	0.00								
PO BOX 5001		Lease Number:	<input type="text"/> 								
CAROL STREAM, IL 60197-5001		Packing Slip:	<input type="text"/>								

Invoice Lines

Line	*Distribute by	Item	Description	Quantity	UOM	Unit Price	Extended Amount
1	Amount		Advertising White Pages				215.00

Ship To: BA03900 SpeedChart: Use One Asset ID

Distribution Lines Customize | Find | View All | First 1 of 6

GL Chart	Exchange Rate	Statistics	Assets	GL Unit	Dept	Fund	Bud Unit	Program	Account	PC Bus Unit	Project	Activity
				03900	0392230000	1000	0200	31031	522400	03900	SY11SGF-AG\	ADMIN

Business Unit: 03900
Voucher ID: 00000003

Balancing

Invoice Lines	215.00
Misc Charge Amount	<input type="text"/>
Freight Amount	<input type="text"/>
<hr/>	
(minus) Total	215.00
<hr/>	
(equals) Difference Amount	0.00

[Non Merchandise Summary](#)

For the Appropriation Budget, the Expenses will be summarized to the Agency Level of Department ID and the All Expenses Level of the Account. The trees for these ChartFields are illustrated below. The Fund and Budget Unit are budgeted at the detail (transaction) level so they do not have a translation tree.

Tree Viewer

SetID:	SOKID	Last Audit:	Valid Tree
Effective Date:	01/01/1900	Status:	Active
Tree Name:	CC_DEPT		Department Budget Translate

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0000000000 >039 >039CON

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- 0000000000 - State of Kansas
 - + 016 - Abstracters Brd of Examiners
 - + 028 - Board of Accountancy
 - + 034 - Adjutant General
 - 039 - Department on Aging ← Budget here
 - 0391000000 - Office of Secretary
 - [0390000000 - 0390999999]
 - [0391000001 - 0391599999]
 - 0391600000 - Admin Services Commission
 - [0391600001 - 0391999999]
 - 0392000000 - Program & Policy Commission ← Transact here
 - [0392000001 - 0392999999]
 - 0393000000 - Lic Cert & Eval Commission
 - [0393000001 - 0399999999]
 - 039CON -
 - [039AAAAAAA - 039COM]
 - [039COO - 039ZZZZZZ]



Tree Viewer

SetID: SOKID Last Audit: Valid Tree
Effective Date: 01/01/1901 Status: Active
Tree Name: CC_ACCOUNT Account Budget Translate

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000000 >4 >50 >5200 >52200

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- 000000 - ALL ACCOUNTS
 - + 1 - BALANCE SHEET
 - + 4 - INCOME STATEMENT
 - + 40 - REVENUES
 - + 50 - EXPENSES ← Budget here
 - + 7700 - EXPENSE TRANSFERS
 - + 5100 - SALARIES AND WAGES
 - + 5200 - CONTRACTUAL SERVICES
 - + 52000 - COMMUNICATION
 - + 52100 - FREIGHT AND EXPRESS
 - + 52200 - PRINTING AND ADVERTISING
 - + [522000 - 522999] ← Transact here
 - + 52300 - RENTS
 - + 52400 - REPAIRING AND SERVICING
 - + 52510 - IN STATE TRAVEL & SUBSISTENCE
 - + 52520 - OUT OF STATE TRAVEL & SUBSIST
 - + 52530 - INTERNATIONAL TRAVEL & SUBSIST

The Budget Details show the Budget, Expenses, Encumbrances, and the Available Budget at the summarized level. The Voucher ID #3 expense is in the sum on the Expense line below.

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Commitment Control Budget Details

Business Unit	Ledger Group	Dept	Fund	Bud Unit	Account	Budget Period
03900	CC_APPROP	039	1000	0200	50	2011

[Display Chart](#)

Ledger Amounts

Budget:	734,260.80 USD			Attributes	Max Rows: <input type="text"/>
Expense:	12,952.58 USD			Parent / Children	
Encumbrance:	0.37 USD			Associated Budgets	
Associate Revenue:	0.00 USD				

Available Budget

Without Tolerance:	721,307.85	USD	Percent:	(98.24%)	Forecasts
With Tolerance:	721,307.85	USD	Percent:	(98.24%)	

Budget Exceptions

Exception Errors:	0	Exception Warnings:	0	Budget Exceptions
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Translation Levels Defined

For budgets, the Department ID, Program, and Account ChartFields are translated at different levels depending on which budget is being defined. The following explains the different translation levels and defines what this means.

Department ID:

The CC_DEPT, Department ID Budget Tree is set up to summarize the Department IDs for the budgets tracked in SMART.

CC_DEPT - Option 1

Level 1	Level 2	Detail
All Departments		
	Agency Level (3 digit agency number)	
		Range of detail values

CC-DEPT - Option 2

Level 1	Level 2	Level 3	Detail
All Departments			
	Agency Level (3 digit agency number)		

		Agency Defined Level	
			Range of detail values

Program Code:

There are two different budget Program Trees as a result of some agencies needing a more detailed structure

CC_PROG

Level 1	Level 2	Detail
All Programs		
	Division of Budget Program Level	
		Range of Detailed Values

CC_PROG_AGY

Level 1	Level 2	Level 3	Detail
All Programs			
	Division of Budget Program Level		
		Agency defined Program Level	
			Range of Detailed Values

Account Code:

The Account Tree set up structure is below. All agencies use the CC_ACCOUNT tree for their budget translations. Only a few values are shown for illustration purposes.

CC_ACCT

Level 1	Level 2	Level 3	Level 4 (first 2 digits of account + two zeros – Category level)	Level 5 (first 3 digits of account + two zeros – Intermediate level)	Detail Values
000000 ALL ACCOUNTS					
	1 BALANCE SHEET				
		10 ASSETS			
		20 LIABILITIES			
		30 EQUITY			
	4 INCOME STATEMENT				
		40 REVENUE			
			4100 TAXES		
				41000 PROPERTY TAXES (AD VALOREM)	410001 - 410999
				41100 INCOME AND INHERITANCE TAXES	411001 -- 411999
			4200 - AGENCY EARNINGS		
			4300 - REV FROM USE OF MONEY & PROP		
			4400 - GIFT DONATION FEDERAL GRANTS		
			4500 - OTHER REVENUE		
			4600 - NON REVENUE RECEIPTS		
			7600 - REVENUE TRANSFERS		

Level 1	Level 2	Level 3	Level 4 (first 2 digits of account + two zeros – Category level)	Level 5 (first 3 digits of account + two zeros – Intermediate level)	Detail Values
		50 EXPENDITURES			
			5100 - SALARIES AND WAGES		
			5200 - CONTRACTUAL SERVICES		
			5300 - COMMODITIES		
			5400 - CAPITAL OUTLAY		
			5500 - GRANTS CLAIMS SHARED REVENUE		
			5600 - DEBT SERVICE		
			5700 - NONEXPENSE ITEMS		
			7700 - EXPENSE TRANSFERS		