



Financial Summary by Cost Centre

These **Cognos, General Ledger** reports provide a top-level overview of your departmental accounts by source of funds and/or cost centres. There are six versions of this report, please refer to the [QRG Standard Cognos Reports Available](#) if you are unsure which report to run.

This guide details the **Financial Summary by Cost Centre** report which provides a quick overview of balances and activities on all cost centres in the department.

Navigate Cognos > Live > *Your dept's School* > Departmental (Shared) Reports > Grants Reporting

Report parameters

Financial Summary by Cost Centre

Department Code/Department
Please select required Department Code/Description

ZZ_Ecology ▼

GL Period
Please select required GL Period

MAR-16 ▼

Example report output

UNIVERSITY OF CAMBRIDGE		Financial Summary by Cost Centre (AUG-15-MAR-16)										Key: Income & Expenditure (£)	
Department:												Overall Financial Position (£)	
												Memorandum (£)	
Cost Centre Code	Cost Centre Description	Annual Budget	Budget YTD (1)	Income YTD (2)	Expenditure YTD (3)	Surplus/ (Deficit) (4)=(1)+(2)-(3)	Overdrawn/Cash in Hand (5)	Money on Deposit (6)	CUF (7)	Other Investments (8)	Total (9) = (5)+(6)+(7)+(8)	Balance Sheet Entries (10)	Reconciliation to CUF5 (11)=(5)-(10)
0000	Balance Sheet Default	0.00	0.00	0.00	(1,113,620.79)	1,113,620.79	1,277,734.21	0.00	0.00	0.00	1,277,734.21	940,186.04	337,548.17
		0.00	0.00	0.00	9,017.60	(9,017.60)	(9,017.60)	0.00	0.00	0.00	(9,017.60)	0.00	(9,017.60)
		0.00	0.00	8,752,783.06	7,810,057.09	942,725.97	1,360,478.58	0.00	0.00	0.00	1,360,478.58	29.52	1,360,449.06
		0.00	0.00	299.00	299.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2,178,495.00	1,468,505.00	1,035.00	1,459,489.82	10,050.18	356,929.88	0.00	0.00	0.00	356,929.88	0.00	356,929.88
		0.00	0.00	2,670.48	18,990.65	(17,320.17)	31,238.38	0.00	0.00	0.00	31,238.38	0.00	31,238.38