Your Takeaways

COMPLEAT

If our latest Lunch & Learn already feels like a lifetime ago, look no further. Here the main takeaways from **On The Money: Make Your Budgets Your Friend, Not Your Boss**. Think less lunch hour, more coffee break.

Financial Budgets provide real-time budget visibility

The Financial Budgets tool lets you track spending against budgets in iCompleat, giving teams immediate visibility of available funds before commitments are made.

Budget checking requires three key configuration steps

Administrators must **(1)** grant Financial Budgets access to users, **(2)** activate budget checking on the relevant layout, and **(3)** configure budget approval rules within workflows.

Budgets can be tracked across multiple coding dimensions

Budgets can be managed against nominal codes and up to two additional tracking fields, including custom fields, providing detailed budget reporting and control.

Importing budgets can save significant setup time

Administrators can export a template, populate it in Excel, and import large volumes of budget data. A quick validation of totals and decimal values before import helps avoid rounding errors.

Visual indicators help users stay within budget

Requisitioners receive instant feedback showing whether transactions are within budget, over budget, or not linked to a budget at all, reducing the risk of overspend before approval begins.

Budget workflows can be tailored to your requirements

Approvers can be prompted to review every transaction, only overspends, or carry out no budget checks at all. Budget status can also be used as workflow criteria, allowing you to build more intelligent approval processes.

Financial Budgets actively control spend

Unlike Activity Budgets, which provide background reporting, Financial Budgets use proactive budget checking at both requisition and approval, helping you manage spend before it happens.