

- **This is the Budgets Link**

This shows the Budget for the Property. I would like them to have the ability to Show/Hide Columns from the Budget Preferences. On the Budget Preferences they should also be able to set their Budget Year Starting Date (by default it would be January 1st). On this overview, they would be able to select the year that they want to track. By Default, it should show the newest year when the “Budget Link” is clicked.

The “Add a Year” would allow them to add a year to track. They can “carry over line items” from a previous year to save time in entering everything all over, but each year might contain different line items. When line items are carried over from a previous year it would duplicate the Line item Names, Budget, and it would show “Previous Year Balance” (if applicable). These would then be “linked” Line Items and the “linked” icon would show in the column next to the Item name—when the icon is hovered over, it would show “Linked with Line Item in Years: (with the years it is linked to). When Adding a Year they should choose to “Start with \$0 Balance” or “Start with Previous Year’s End Balance”, or “Select for each Line Item” (this would allow them to choose if they want the balance to carry over for every line item). This would then start the year with the balance they choose.

Any transactions from that year would have the corresponding “Line Items” in the Transaction Details “Budget” drop down that they can use when tracking a transaction. Those transactions would then be listed in that budget item and would subtract/add to the current year to date total for that budget item and the overall budget total.

As Line Items are added, the budget inputted for that line item is then used to calculate the overall budget for the year.

Options for line items would be to View, Edit, Duplicate to Another Year, or Delete. Deleting a Line Item should prompt the Owner that doing so will effect the budget for that year and that any transactions that were assigned that budget will have that budget reference removed.

If a line item was “carried over” from a previous year, and the owner decides to edit the name of it, an option should come up asking if it should update the name in all other years. If they select no, they should be told that it will be unlinked from other years and will be a new line item. If they select “Duplicate to Another Year” then a selector would appear of the years they created and they will be able to select that year to add a linked line item to.

Options for line items would be to View, Edit, Duplicate to Another Year, or Delete. Deleting a Line Item should prompt the Owner that doing so will effect the budget for that year and that any transactions that were assigned that budget will have that budget reference removed.

{SELECTED_YEAR} Income: \$60,751.54 {SELECTED_YEAR} Expenses: -\$24,312.32 {SELECTED_YEAR} Balance: \$36,439.22

{PREVIOUS_YEAR} Income: \$60,458.17 {PREVIOUS_YEAR} Expenses: -\$34,047.60 {PREVIOUS_YEAR} Balance: \$26,410.57

<div><div></div><div>⌵</div></div> Budget Account:	<div><div></div><div>⌵</div></div> Line Item:	<div><div></div><div>⌵</div></div> Type:	<div><div></div><div>⌵</div></div> {PREVIOUS_YEAR} Balance:	<div><div></div><div>⌵</div></div> {SELECTED_YEAR} Budget:	<div><div></div><div>⌵</div></div> Expenses to Date:	<div><div></div><div>⌵</div></div> Income to Date:	<div><div></div><div>⌵</div></div> Balance to Date:	Options:
<div><div></div><div>Maintenance</div></div>	<div><div></div><div>General: Supplies</div></div>	<div><div></div><div>EXPENSE</div></div>	<div><div></div><div>-\$27,047.60</div></div>	<div><div></div><div>-\$40,000.00</div></div>	<div><div></div><div>-\$21,298.44</div></div>	<div><div></div><div></div></div>	<div><div></div><div>-\$21,298.44</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>
<div><div></div><div>Maintenance</div></div>	<div><div></div><div>Utilities</div></div>	<div><div></div><div>EXPENSE</div></div>	<div><div></div><div>-\$25,523.35</div></div>	<div><div></div><div>-\$30,000.00</div></div>	<div><div></div><div>-\$20,548.29</div></div>	<div><div></div><div></div></div>	<div><div></div><div>-\$20,548.29</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>
<div><div></div><div>Property</div></div>	<div><div></div><div>Capital Improvements</div></div>	<div><div></div><div>EXPENSE</div></div>	<div><div></div><div>-\$5,000</div></div>	<div><div></div><div>\$-5,000.00</div></div>	<div><div></div><div>-\$2,514.75</div></div>	<div><div></div><div></div></div>	<div><div></div><div>-\$2,514.75</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>
<div><div></div><div>Rent</div></div>	<div><div></div><div>Rental Income</div></div>	<div><div></div><div>INCOME</div></div>	<div><div></div><div>\$60,458.17</div></div>	<div><div></div><div>\$75,000.00</div></div>	<div><div></div><div></div></div>	<div><div></div><div>\$60,251.54</div></div>	<div><div></div><div>\$60,251.54</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>
<div><div></div><div>Rent</div></div>	<div><div></div><div>Deposits</div></div>	<div><div></div><div>BOTH</div></div>	<div><div></div><div>\$5,254.17</div></div>	<div><div></div><div></div></div>	<div><div></div><div>-\$600.00</div></div>	<div><div></div><div>\$3,400.00</div></div>	<div><div></div><div>\$2,800.00</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>
<div><div></div><div>Property</div></div>	<div><div></div><div>Exterior: Enhancements</div></div>	<div><div></div><div>EXPENSE</div></div>	<div><div></div><div>\$0.00</div></div>	<div><div></div><div>-\$2,000.00</div></div>	<div><div></div><div>-\$438.96</div></div>	<div><div></div><div></div></div>	<div><div></div><div>-\$438.96</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>
<div><div></div><div>Property</div></div>	<div><div></div><div>Interior: Aesthetics</div></div>	<div><div></div><div>BOTH</div></div>	<div><div></div><div>-\$2,000.00</div></div>	<div><div></div><div>-\$2,000.00</div></div>	<div><div></div><div>-\$60.17</div></div>	<div><div></div><div>\$500.00</div></div>	<div><div></div><div>\$439.83</div></div>	<div><div></div><div></div><div></div><div></div><div></div></div>

Bulk Actions

Amounts from line Items that aren't added into Budget Totals should appear in blue, these line items wouldn't need to have anticipated budgets.

Budget Accounts have an entry listed without a Line Item and the totals are of all line items in that budget account.

Parent Line Items have their totals based on their child items (see Property). In this case, the two child items (Supplies and Utilities) are what makes up the Property "Expenses to Date", their expenses are listed as a different color to show that they are a child item. Their expenses/income are only counted once in the totals.

Total Budget Accounts: 3

Total Line Items: 7 Total Parent Items: 3 Total Child Items: 3

Total Income Line Items: 1

Total Expense Line Items: 5

Total Both Line Items: 1

Total Line Items Not Totaled in Budget: 1

BULK ACTIONS (these are bulk actions that can be done when more than one Line Item is checked)

- ***EXPORT to CSV: This would just export the overview of the selected to a CSV file***
- ***EXPORT to PDF: This would just export the overview of the selected to a PDF file***
- ***SET BUDGETS: This would show each line item selected with the Budget Field next to it so the OWNER can easily write in the New Budgets for the Year. The Budget from the previous year (if applicable) would be auto-populated as the example if there is nothing already set for the budget.***
- ***Carry Over to Another Year: This would allow them to select what year they want these line items to carry over to***

ICON MAP:

Budget: [*finance-budget*](#)

Preferences: [*system-preferences*](#)

View: [*system-view*](#)

Edit: [*system-edit*](#)

Delete: [*system-trashcan*](#)

Duplicate to Another Year: [*system-duplicate-to-year*](#)

Download CSV: [*system-download-csv*](#)

Download PDF: [*system-download-pdf*](#)

Linked: [*system-linked*](#)

This is the form that appears when “Add” or “Edit” Budget Account is selected.



Add/Edit Budget Account

Name:

Description:

LIMITED HTML EDITOR

Type: ▼

Income/ Expense/Both (if a parent item, then this is automated by the child line items and so it is hidden.

Track in Budget Total: ☐

Default should be “Yes”, hidden for parent line items.

Type and “Track in Budget Total” sets up defaults for any line items given to that budgeted account.

Give Access to: ▼

This will display the staff for the property. Those selected (more than one can be selected) would be able to view the budgeted account (including line items and the transactions) on their accounts. Ability to select “All” and all specialty User Roles (Property Managers, Maintenance, Head of Maintenance, etc.) should also be an option in the drop down.

Save

This is what appears when the “View” is selected for a “Budgeted Account”.



Edit



{BUDGETED_ACCOUNT} ({SELECTED_YEAR} Budget)

{TYPE} Budget: {BUDGET}
Tracked in Budget Total: {YES/NO} Balance: {BUDGET_BALANCE}

Description: {DESCRIPTION}

Access given to: {ACCESS_STAFF}

Line Items:

This shows the different Parent/Child Line Items of the Budgeted Account with their budget and year to date balance.

{LINE_ITEM} Budget: {BUDGET} Balance: {BALANCE}
{CHILD_LINE_ITEM} Budget: {CHILD_BUDGET} Balance: {CHILD_BALANCE}
{CHILD_LINE_ITEM} Budget: {CHILD_BUDGET} Balance: {CHILD_BALANCE}
{LINE_ITEM} Budget: {BUDGET} Balance: {BALANCE}
{LINE_ITEM} Budget: {BUDGET} Balance: {BALANCE}

LEDGER FOR THE BUDGETED ACCOUNT’S LINE ITEM’S
TRANSACTIONS WOULD APPEAR HERE

This is the form that appears when “Edit” or “Add” button is clicked.—It should say “Edit” or “Add” based on what button was clicked.



Add/Edit Line Item for {SELECTED_YEAR} Budget

Name:

Description:

LIMITED HTML EDITOR

Budgeted Account*: ▼

All Departments are Automatically added as Budgeted Accounts. They can also add additional budgeted accounts.

Parent Line Item? ☐ Child Line Item of: ▼

If it is a Parent Line Item, then it won’t have a budget itself (its budget total is made up of the amounts of the child line item budgets. “The Child Line Item of” Drop Down would list any “Parent Line Items” and allow them to make it a child of that Parent Line Item.

Type: ▼

Income/ Expense/Both (if a parent item, then this is automated by the child line items and so it is hidden.

Budget:

If nothing is already entered, then the budget from the previous year (if applicable) would auto populate as the suggested amount. If a parent line item, then this is calculated by the child line items so it is hidden.

Track in Budget Total: ☐

Default should be “Yes”, hidden for parent line items.

Save

This is the “View” for a line item



Edit



{LINE_ITEM_NAME} ({SELECTED_YEAR} Budget)

{TYPE}

Budget: {BUDGET}

Tracked in Budget Total: {YES/NO}

Balance: {BUDGET_BALANCE}

Description: {DESCRIPTION}

Access given to: {ACCESS_STAFF}

Child Line Items:

The Child Line Items would only display if it is a parent Line Item being viewed.

{CHILD_LINE_ITEM} Budget: {CHILD_BUDGET} Balance: {CHILD_BALANCE}

LEDGER FOR THE BUDGET LINE ITEM’S TRANSACTIONS
WOULD APPEAR HERE