Search for Department Budget Table (DBT)
Workforce Administrator (landing page) Commitment
Accounting Tile > DBT USA

1. Enter Fiscal Year (YYYY).
2. Enter Position Number.
3. Click on Search.
4. Click on Department Budget Earnings tab.
5. Under the Combination Code tab
   A. The number of rows indicates number of funding sources.
   B. Distribution % shows the distribution between funding sources.

PeopleSoft Tip
- Under the Earnings Code column a row with blank earnings code indicate primary funding source(s) for position.
- A populated earnings code field indicates additional/supplements from different funding source.
# Department Budget Table (DBT)

## PeopleSoft Tip
- **Common Earnings Codes**— CDA, EDW, SUP and TMP (Refer to the PowerPoint for details.)
- Populated Cost Center field indicates funded from a Cost Center and project field is empty.
- Populated Project field indicates funded by project/grant and Cost Center field is empty.

## ChartField Details

<table>
<thead>
<tr>
<th>Account</th>
<th>Fund Code</th>
<th>Department</th>
<th>Cost Center</th>
<th>Function</th>
<th>Program Code</th>
<th>PC Business Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM01</td>
<td>2100</td>
<td>800000</td>
<td>14659448</td>
<td>200</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Click **Combination Code Description** tab.
2. Click **ChartField Details** hyperlink to view cost center or project funding source for the line.
3. Once reviewed select **Return**.