

## **Budget Status by Ag/Prog**

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The tasks in this documentation provide end users with the tools to enter data and collect data in system. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website.

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## Budget Status by Ag/Prog

### Budget Status by Ag/Prog Overview

View this report to manage spending budgeted dollars. Report includes a summary of revenues and expenditures by fund type.

### Budget Status by Ag/Prog Lesson

#### Procedure

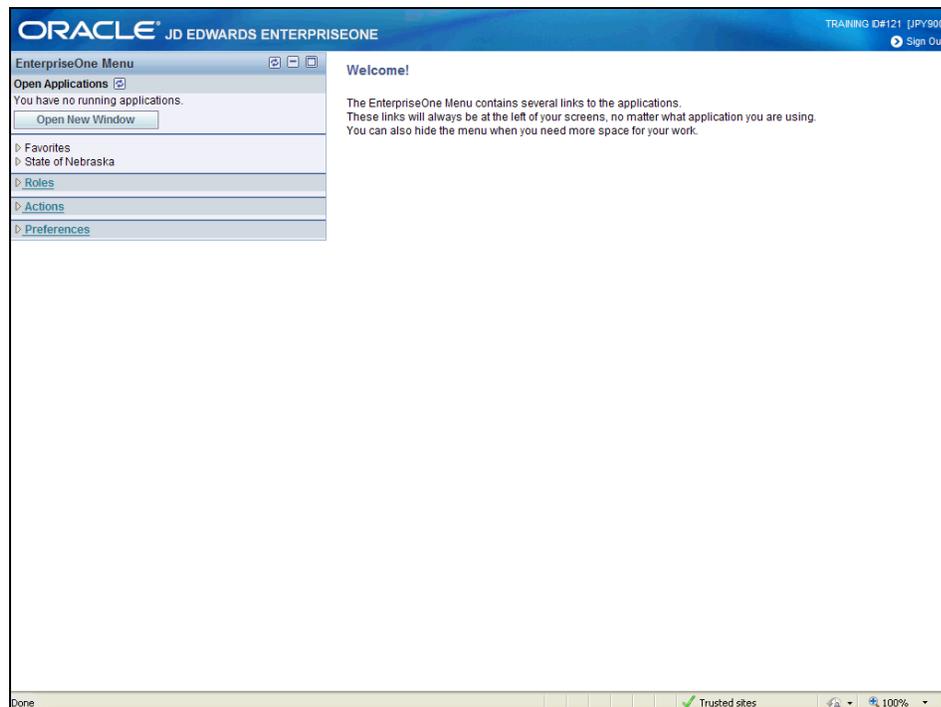
In this lesson you will learn how to run the Budget Status by Ag/Prog Report.

**Navigation:** There are two menu paths for this report. This lesson uses the Accounting menu path.

Accounting > Inquiries & Reports > Budget Reports > Budget Status Reports > Budget Status by Ag/Prog

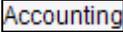
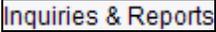
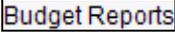
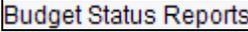
or

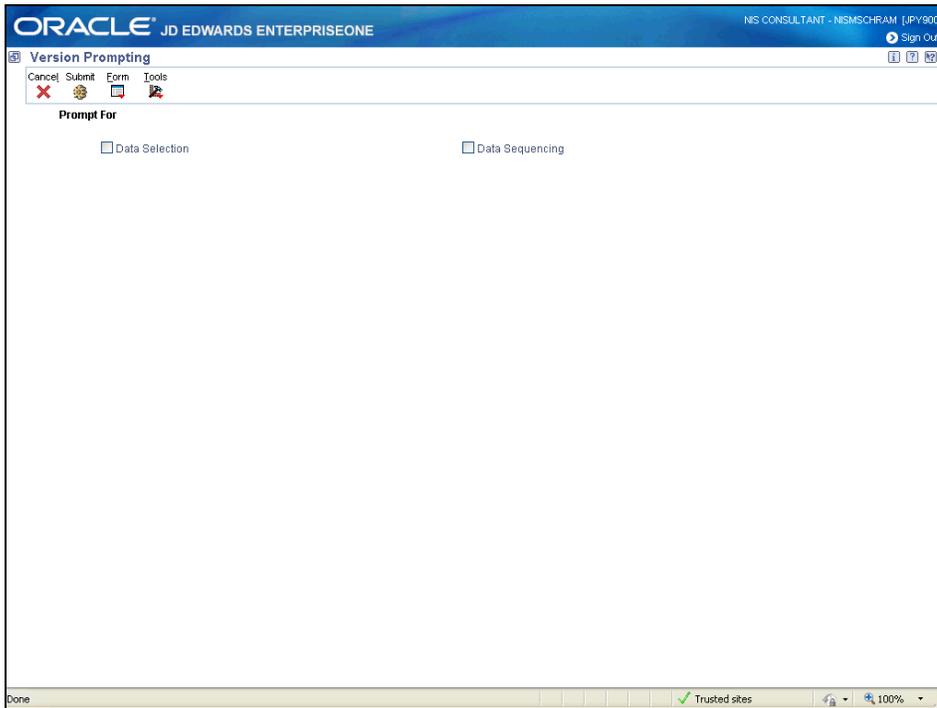
Budget > Inquiries & Reports > Budget Reports > Budget Status Reports > Budget Status by Ag/Prog



# Training Guide

## Budget Status by Ag/Prog

Step	Action
1.	Click the <b>State of Nebraska</b> link. 
2.	Click the <b>Accounting</b> link. 
3.	Click the <b>Inquiries &amp; Reports</b> link. 
4.	Click the <b>Budget Reports</b> link. 
5.	Click the <b>Budget Status Reports</b> link. 
6.	Click the <b>Budget Status by Ag/Prog</b> link. 



Step	Action
7.	Click the <b>Data Selection</b> option. 
8.	Click the <b>Submit</b> button. 

Operator	Left Operand	Comparison	Right Operand
Where	Agency Number (F0006) (RP01) [BC]	is equal to	Blank
And	Program Number (F0006) (RP04) [BC]	is equal to	Blank
And	Object Account (F0901) (OBJ) [BC]	is equal to	*400000-999999
And	Budget-FT (F0006) (RP15) [BC]	is not equal to	Blank
And			

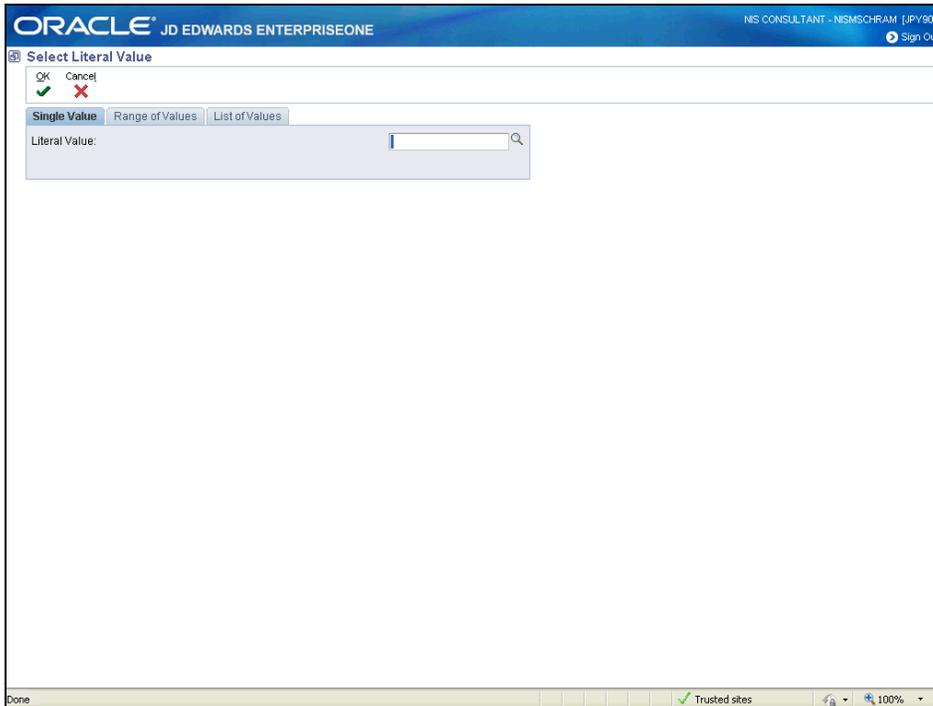
Step	Action
9.	Click the <b>drop down</b> list of the Right Operand for the Agency Number row. <div style="border: 1px solid black; padding: 2px; display: inline-block;">Blank ▾</div>

Operator	Left Operand	Comparison	Right Operand
Where	Agency Number (F0006) (RP01) [BC]	is equal to	Blank
And	Program Number (F0006) (RP04) [BC]	is equal to	Blank
And	Object Account (F0901) (OBJ) [BC]	is equal to	Null
And	Budget-FT (F0006) (RP15) [BC]	is not equal to	Literal
And			ARRA (F0006) (RP21) [BC]
			Account ID (F0901) (AID) [BC]
			Account ID (F0902) (AID) [BC]
			Account Number - 3rd (F0901) (ANS) [BC]
			Agency Division (F0006) (RP10) [BC]
			Agency Number (F0006) (RP01) [BC]
			Agency Number from Header [RV]
			Agency Subprogram (F0006) (RP09) [BC]
			Agency Use - 07 (F0006) (RP07) [BC]
			Agency Use - 14 (F0006) (RP14) [BC]
			Agency Use - 25 (F0006) (RP25) [BC]
			Agency Use-12 (F0006) (RP12) [BC]
			Agency Use-13 (F0006) (RP13) [BC]
			Agency Use-16 (F0006) (RP16) [BC]
			Agency Use-17 (F0006) (RP17) [BC]
			Agency Use-18 (F0006) (RP18) [BC]
			BU Type (F0006) (STYL) [BC]
			Budget Division (F0006) (RP05) [BC]
			Budget Division (F0006) (RP22) [BC]
			Budget Pattern Code (F0901) (BPC) [BC]
			Budget-FT (F0006) (RP15) [BC]
			Business Unit (F0006) (MCU) [BC]
			Business Unit (F0901) (MCU) [BC]
			Business Unit (F0902) (MCU) [BC]
			Business Unit Workflow (F0006) (RP50) [E]
			CAFR Function (F0006) (RP02) [BC]

# Training Guide

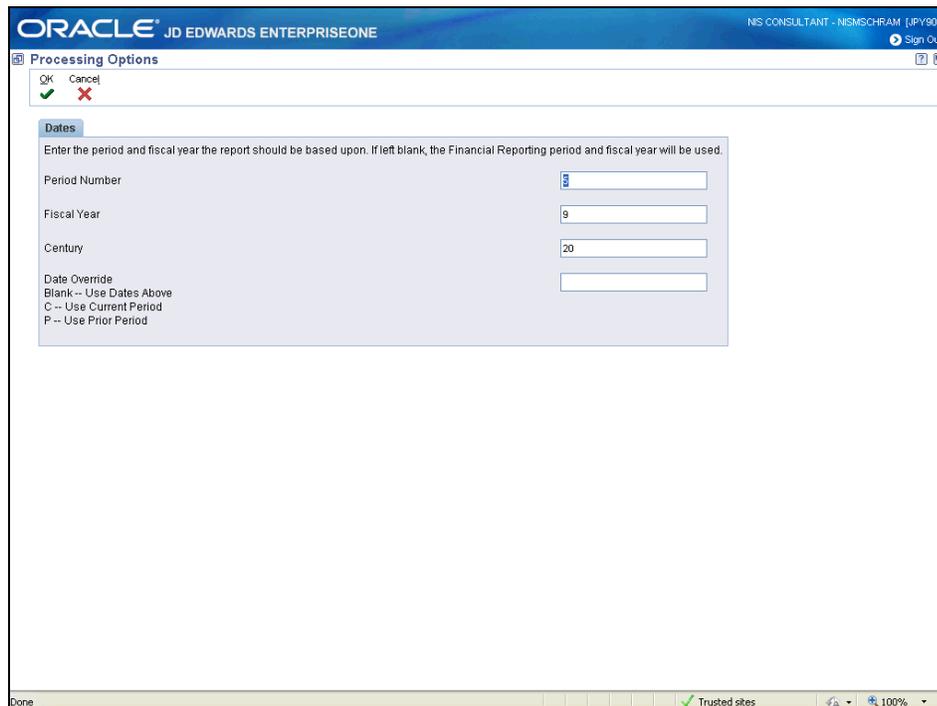
## Budget Status by Ag/Prog

Step	Action
10.	Click the <b>Literal</b> list item. <div style="border: 1px solid black; padding: 2px; width: fit-content;">Literal</div>



Step	Action
11.	Enter the agency number into the <b>Literal Value</b> field.
12.	Click the <b>OK</b> button. <div style="display: inline-block; border: 1px solid black; padding: 2px; margin-left: 10px;">✔</div>

Step	Action
13.	<p><b>Note:</b> To narrow the report by fund, complete the following information on the next blank row:  <b>Left Operand</b> - Fund (F0901)(CO)[BC]  <b>Comparison</b> - is equal to  <b>Right Operand</b> - enter the fund number</p> <p><b>Note:</b> To narrow the report by fund type, complete the following information on the next blank row:  <b>Left Operand</b> - Fund Type(F0006)(RP11)[BC]  <b>Comparison</b> - is equal to  <b>Right Operand</b> - enter the code for fund type, use visual assist if needed</p> <p><b>Note:</b> To narrow the report by business unit, complete the following information on the next blank row:  <b>Left Operand</b> - Business Unit (F0006)(MCU)[BC]  <b>Comparison</b> - is equal to  <b>Right Operand</b> - enter the business unit</p>
14.	<p>Click the <b>OK</b> button.</p> 

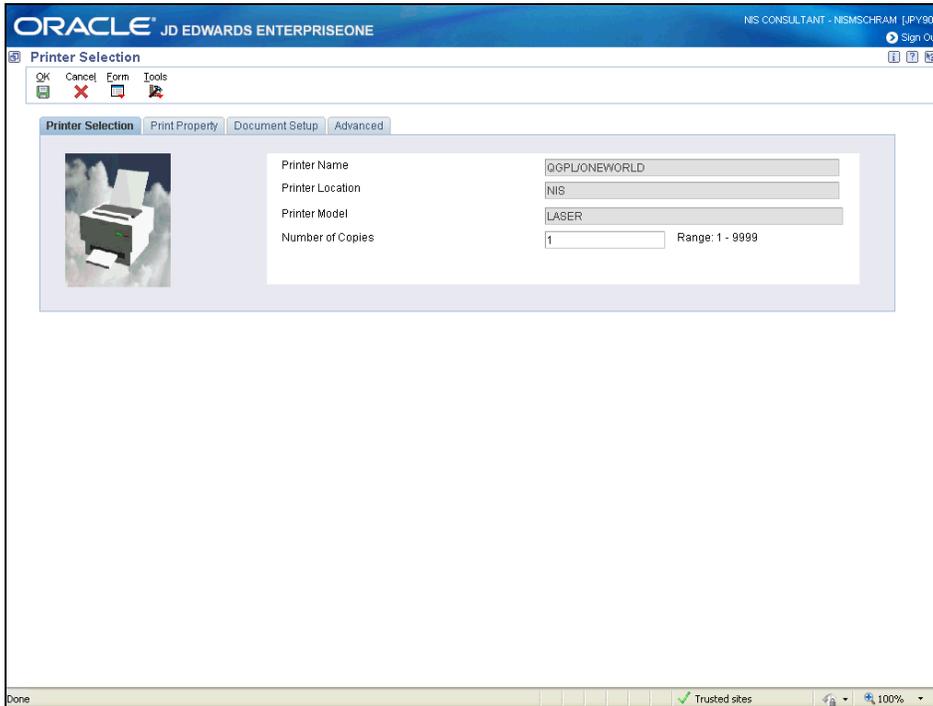


Step	Action
15.	Enter the period for which to run report (ex. 12 for June, 11 for May, etc. into the <b>Period Number</b> field.

# Training Guide

## Budget Status by Ag/Prog

Step	Action
16.	Enter the fiscal year for which to run report (ex. enter 06 for FY beginning July 1, 2006) into the <b>Fiscal Year</b> field.
17.	Click the <b>OK</b> button. 



Step	Action
18.	Click the <b>OK</b> button. 
19.	To view the report you will need to go to <b>View Job Status</b> . For more information go to the Reports Lesson under the System Basics ( <a href="http://www.das.state.ne.us/nis/training_manuals/sys_bscs/index.html">http://www.das.state.ne.us/nis/training_manuals/sys_bscs/index.html</a> ) Training Guides.  You have successfully completed this lesson. <b>End of Procedure.</b>