

**FY 06 BOP Planning**

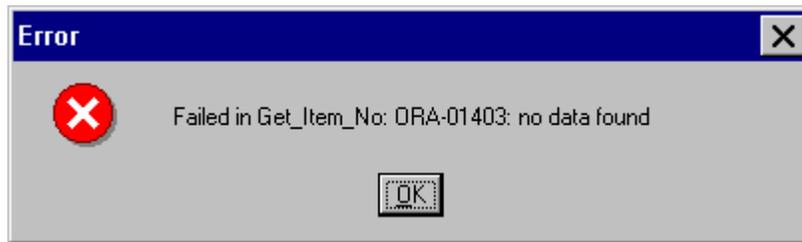
Because BOPs were not available to transfer funds between FMCs, the Budget Office has had to manually create the Allotment transfers. Remember when you begin to enter your budget plans for FY 06 that your allotments have already been reduced by the amount of the transfers done by the Budget Office.

**FM066 – Budget Operating Plan**

Transfers – As mentioned above, the Budget Office will still be required to create Allotment transfers manually. Until the problem with the Transfer functionality is corrected, the TRNSFR change code has been de-activated. You will not see it in your List of Values.

Transferring funds – When transferring funds to another FMC, try to transfer from the current quarter. That way, the funds will be available when the obligations occur for the receiving office. FMCs will need to prepare an ADJUST BOP to put the funds back into the Allotment so that the Budget Office can manually create the allotment to transfer the funds. Then inform the Budget Office which quarter that you have taken the reduction so that they can take the allotment reduction in the same quarter. This way the BOP and Allotment will match.

Requesting Approval - Since the latest code promotion, you may get this error “Failed in Get\_Item\_No: ORA-01403: no data found” when you click on Request Approval. Just click OK. The system will allow the record to be requested.



Budget Detail – While testing the latest software, there are edits that have been placed on the Budget Detail screen that were not there before. In previous versions, users were able to populate the detail without having to be concerned about exceeding the amount(s) specified on the Budget Control. The system performed the edit checks once the user requested approval on the Budget Control screen. Since the upgrade the edits are now performed on each detail line. These edits make working in the screen awkward because detail lines have to be deleted and retyped in order to move forward. Following are a few examples:

**Scenario 1.** When creating the object class plans on the Budget Detail, the system will initially allow a detail record to be greater than the Budget Control amount.

*Effective Date	*BM	*D	Percent	Amount	*Unit	*Qty	S Code	S Rate	*Object Class	Pool
01-OCT-2005	01	A	33.960	100,000.00	NONE	.00			25 00 00 00	>
01-APR-2006	07	A	66.040	194,462.00	NONE	.00			25 00 00 00	>
Totals:				100.000	294,462.00	.00				

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
Transaction:					294,461.00
Cumulative:	100,000.00	0.00	194,462.00	0.00	294,462.00

From Budget Control

*Effective Date	*BM	*D	Percent	Amount	*Unit	*Qty	S Code	S Rate	*Object Class	Pool
01-OCT-2005	01	A	33.960	100,000.00	NONE	.00			25 00 00 00	>
01-APR-2006	07	A		195,000.00	NONE					>
Totals:				33.960	295,000.00	.00				

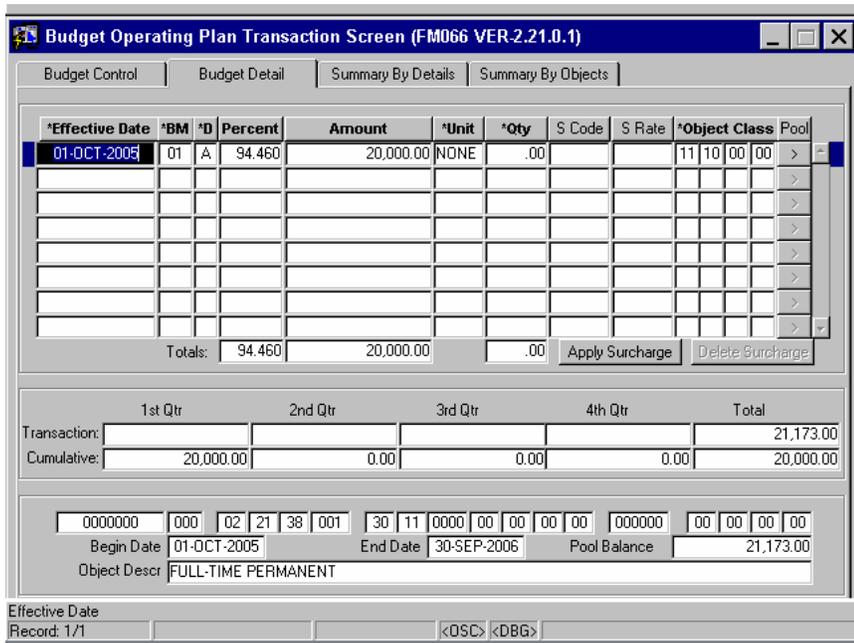
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
Transaction:					294,461.00
Cumulative:	100,000.00	0.00	195,000.00	0.00	295,000.00

But, once the Cumulative amount exceeds the Transaction Amount that was entered on the Budget Control, the system will not let you move to the next field until the amount is deleted or the amount entered makes the Cumulative total less than the Transaction amount. Each attempt to change the amount brought up the following message “Total detail amounts cannot be greater than control allotment”:



As you create the detail lines, you must correct amounts on each detail line that will keep the Cumulative amount less than the Transaction Amount. In the above example, if the intent was to increase the April plan and decrease the October plan, you must change the October line before you change the April line.

**Scenario 2.** Applying surcharges to a labor detail may cause the detail to exceed Transaction amount. A value of \$20,000 was entered for labor object class 1110, which is less than the Transaction Amount.



The Apply Surcharge button was clicked, which added the surcharges detail lines and made the Cumulative Amount greater than the Transaction amount.

*Effective Date	*BM	*D	Percent	Amount	*Unit	*Qty	S Code	S Rate	*Object Class	Pool
01-OCT-2005	01	A	33.958	7,190.00	NONE	.00	3011BE	29.00	12 10 00 00	>
01-OCT-2005	01	A	94.460	20,000.00	NONE	.00			11 10 00 00	>
01-OCT-2005	01	A	22.670	4,900.00	NONE	.00	3011VE	24.00	11 60 00 00	>
Totals:			151.088	31,990.00		.00				

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
Transaction:					21,173.00
Cumulative:	31,990.00	0.00	0.00	0.00	31,990.00

0000000 000 02 21 38 001 30 11 0000 00 00 00 00 000000 00 00 00 00  
 Begin Date 01-OCT-2005 End Date 30-SEP-2006 Pool Balance 21,173.00  
 Object Descr PERS BENEFITS TO OTHER FUND EC SURCHARGE

Transaction complete: 1 records applied and saved.  
 Record: 1/3 <DSC> <DBG>

The labor value was decreased to from \$20,000 to \$10,000 to correct the overage.

*Effective Date	*BM	*D	Percent	Amount	*Unit	*Qty	S Code	S Rate	*Object Class	Pool
01-OCT-2005	01	A	22.670	4,900.00	NONE	.00	3011VE	24.00	11 60 00 00	>
01-OCT-2005	01	A	94.460	10,000.00	NONE	.00			11 10 00 00	>
01-OCT-2005	01	A	33.958	7,190.00	NONE	.00	3011BE	29.00	12 10 00 00	>
Totals:			151.088	21,990.00		.00				

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
Transaction:					21,173.00
Cumulative:	21,990.00	0.00	0.00	0.00	21,990.00

0000000 000 02 21 38 001 30 11 0000 00 00 00 00 000000 00 00 00 00  
 Begin Date 01-OCT-2005 End Date 30-SEP-2006 Pool Balance 21,173.00  
 Object Descr FULL-TIME PERMANENT

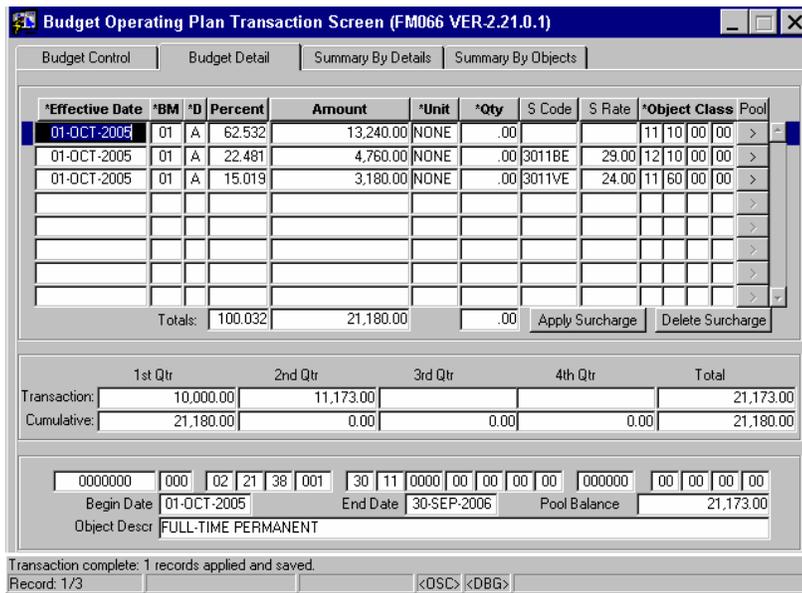
Amount  
 Record: 2/3 List of Values <DSC> <DBG>

Because the new labor value was entered without first deleting the surcharges, the system returned the following message: “Total detail amounts cannot be greater than control allotment”.



Because the new labor amount (10,000.00) and the left over surcharges (4,800.00 + 7,190.00) are greater than the amount specified on the Budget Control (\$21,173), the system will not allow the change to be made. In this instance, you will have to click on “Delete Surcharge”, than change the labor amount and “Reapply Surcharge” again. This behavior is different than from the previous version, where you could modify the labor line and re-apply the surcharges numerous times, even when the total of the detail lines was greater than the Transaction amount.

Once the labor amount was corrected, the surcharge lines still exceeded the Budget Control amount, because the system rounds to the nearest 10. The detail amount is \$7.00 over the Control Amount. The system will not allow the user to move to another line to change another object class to decrease another line by \$7.00. The user can only change one object class by -\$7.00.



To avoid this situation, use the Monthly BOP Worksheet so that you know your amounts before you enter the object class plans in the BOP.

**WEB**

Monthly BOP Worksheet - Object Class 00-00 has not been added to the Monthly Worksheet. Once you download the worksheet to your PC, you can insert a row and add the line.

**Budget Help Desk**

In the last 2 Advisories, the Help Desk numbers were incorrect. The CBS Budget Help Desk number is 301-444-2855. Call if you have problems with your BOPs.

If you need help or answers with the reimbursable agreements screen, call the Reimbursable Help Desk at 301-444-2856.