



Copy the current year budget

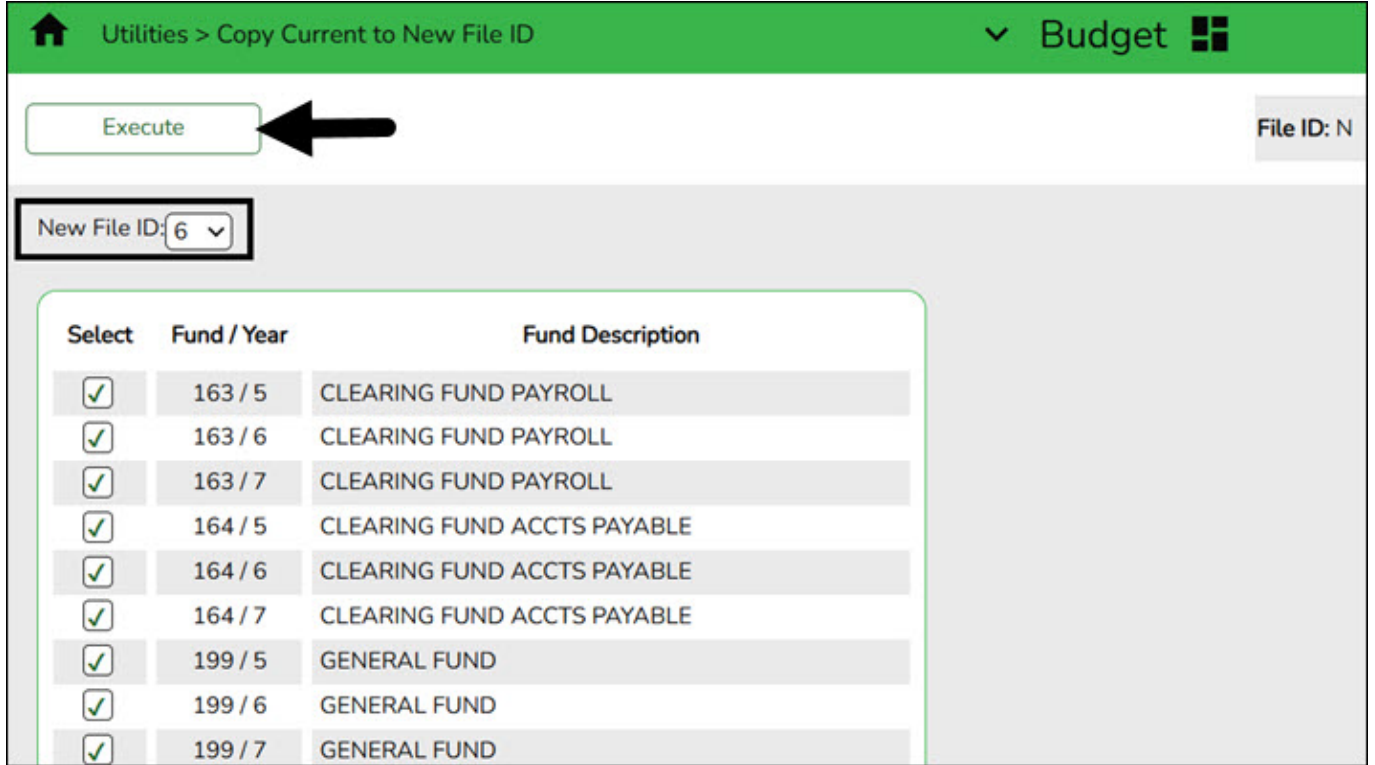
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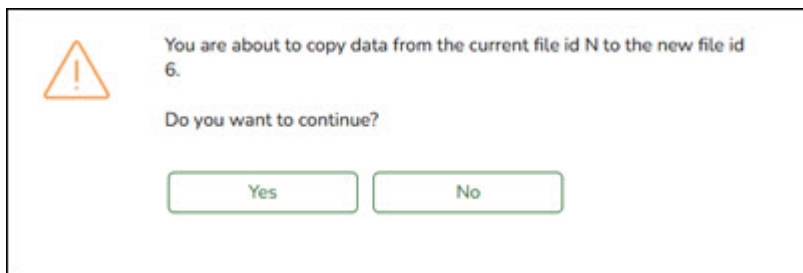
Budget > Utilities > Copy Current to New File ID

Copy the current year data to another file ID (2025-2026 to file ID 6) for historical purposes.



New File ID	Click <input type="button" value="v"/> to select the one-character file ID. This field represents the file ID to which you can move or copy funds.
Select All	Click to select the check boxes for all funds.

Click **Execute** to copy the selected funds to the new file ID. A message is displayed indicating that you are about to copy data from the current file ID to a new file ID and prompts you to continue.



Click **Yes**. A message is displayed indicating that the process was successfully completed. Click **OK**.

Log on to Budget file ID 6 and perform an inquiry to verify that all fund data was copied.

Inquiry > Budget Account Codes Inquiry Budget

File ID: 6

Retrieve Reset

Summary Totals Exclude Objects 61XX

Account Code:

Fund Func Obj Subj Org -----Prog-----

Date Run: Page: 1 of 7
 City Dist: File ID: 6

Account Code Inquiry - Totals
 ISD
 XXX XX XXXX XX XXX X XX X XX

Fund Description	2023 - 2024	2024 - 2025	2024 - 2025	2024 - 2025	2025 - 2026	2025 - 2026	2025 - 2026
	Last Yr Closing Amt	This Yr Original Budget	This Yr Amend Budget	This Yr Actual Amt	Next Yr Requested	Next Yr Recommend	Next Yr Approved
Fund: 163/6 CLEARING FUND PAYROLL							
Totals for 163 / 6							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	101.88	.00	.00	114.53	.00	15,000.00	15,000.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	.00	.00	.00	.00	.00	.00	.00
Other Uses	.00	.00	.00	.00	.00	.00	.00
Fund: 199/6 GENERAL FUND							
Totals for 199 / 6							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	8,127,781.68	7,109,405.00	7,109,405.00	8,288,912.35	.00	9,075,657.00	9,075,657.00
Other Resources	15,760.04	.00	.00	7,631.25	.00	.00	.00
Appropriations	7,967,829.67	7,993,806.00	7,969,323.00	7,976,553.83	.00	9,075,657.00	9,075,657.00
Other Uses	22,474.76	25,000.00	10,488.00	81,490.56	.00	25,000.00	25,000.00
Fund: 211/6 ESEA TITLE I-A IMPROVING BASIC							
Totals for 211 / 6							

After verifying the fund data, log on to file ID N before continuing with the Budget process.