



## Copy the current year budget



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**Copy the current year budget** ..... i




Budget > Utilities > Copy Current to New File ID

Copy the current year data to another file ID (2018-2019 to file ID 9) for historical purposes.

Image



Field	Description
<b>New File ID</b>	Click  to select the one-character file ID. This field represents the file ID to which you can move or copy funds.
<b>Select All</b>	Click to select all <b>Select</b> 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 want to continue.

If you click **Yes**, a message is displayed indicating that the process was successfully completed. Click **OK**.

Log on to Budget file ID 9 and perform an inquiry to verify that all fund data was copied.

Image

The screenshot shows the 'Budget Account Codes Inquiry' interface. At the top, there are navigation tabs: Tables, Maintenance, Inquiry, Utilities, Reports. A 'File ID: 0' label with a red arrow points to the right. Below the tabs, the session timer is '119 min and 52 sec'. The interface includes a search area with 'Account Code' fields for Fund, Func, Obj, Subj, Org, and Prog, along with 'Retrieve' and 'Reset' buttons. The main data area is titled 'Account Code Inquiry - Totals' and displays a table with the following columns: Fund Description, 2017-2018 Last Yr Closing Amt, 2018-2019 This Yr Original Budget, 2018-2019 This Yr Amend Budget, 2018-2019 This Yr Actual Amt, 2019-2020 Next Yr Requested, 2019-2020 Next Yr Recommend, and 2019-2020 Next Yr Approved. The table lists data for four funds: 199/0 GENERAL OPERATING FUND, 211/0 TITLE I IMPROVE BASIC PROGRAMS, 225/0 IDEA PART B, PRESCHOOL, and 240/0 NATL SCHOOL BKFST & LUNCH PGM. A 'Date Run: 01-08-2020 8:40 AM' and 'City Dist:' are also visible.

Fund Description	2017 - 2018 Last Yr Closing Amt	2018 - 2019 This Yr Original Budget	2018 - 2019 This Yr Amend Budget	2018 - 2019 This Yr Actual Amt	2019 - 2020 Next Yr Requested	2019 - 2020 Next Yr Recommend	2019 - 2020 Next Yr Approved
<b>Fund: 199/0 GENERAL OPERATING FUND</b>							
Totals for 199 / 0							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	10,272,974.75	10,166,990.00	10,954,235.00	11,100,758.00	10,400,148.00	12,332,321.00	12,389,393.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	9,903,568.10	10,078,763.00	10,686,928.00	9,920,452.20	2,921,358.00	12,067,567.00	12,335,639.00
Other Uses	568.45	50,860.00	62,860.00	.00	54,660.00	63,754.00	63,754.00
<b>Fund: 211/0 TITLE I IMPROVE BASIC PROGRAMS</b>							
Totals for 211 / 0							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	79,172.00	72,702.00	99,304.00	99,304.00	72,702.00	103,191.00	102,827.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	99,304.00	72,702.00	99,304.00	99,304.00	7,350.00	108,227.00	102,827.00
Other Uses	.00	.00	.00	.00	.00	.00	.00
<b>Fund: 225/0 IDEA PART B, PRESCHOOL</b>							
Totals for 225 / 0							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	1,854.00	.00	.00	.00	.00	.00	.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	1,854.00	.00	.00	.00	.00	.00	.00
Other Uses	.00	.00	.00	.00	.00	.00	.00
<b>Fund: 240/0 NATL SCHOOL BKFST &amp; LUNCH PGM</b>							
Totals for 240 / 0							
Fund Balance	.00	.00	.00	.00	.00	.00	.00

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