



**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 (2020-2021 to file ID 1) for historical purposes.

Select	Fund / Year	Fund Description
<input checked="" type="checkbox"/>	163 / 5	PAYROLL CLEARING ACCOUNT
<input checked="" type="checkbox"/>	163 / 6	PAYROLL CLEARING ACCOUNT
<input checked="" type="checkbox"/>	164 / 5	VENDOR CLEARING ACCOUNT
<input checked="" type="checkbox"/>	164 / 6	VENDOR CLEARING ACCOUNT
<input checked="" type="checkbox"/>	199 / 5	GENERAL OPERATING
<input checked="" type="checkbox"/>	199 / 6	GENERAL OPERATING
<input checked="" type="checkbox"/>	211 / 5	TITLE I
<input checked="" type="checkbox"/>	211 / 6	TITLE I
<input checked="" type="checkbox"/>	240 / 5	CAFETERIA
<input checked="" type="checkbox"/>	240 / 6	CAFETERIA
<input checked="" type="checkbox"/>	255 / 5	TITLE II
<input checked="" type="checkbox"/>	255 / 6	TITLE II
<input checked="" type="checkbox"/>	270 / 5	REAP, FEDERAL FUNDS
<input checked="" type="checkbox"/>	270 / 6	REAP, FEDERAL FUNDS
<input checked="" type="checkbox"/>	289 / 5	TITLE IV
<input checked="" type="checkbox"/>	289 / 6	TITLE IV

<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 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 1 and perform an inquiry to verify that all fund data was copied.

Inquiry > Budget Account Codes Inquiry

Retrieve Reset

File ID: 1

Summary Totals Exclude Objects 6100

Account Code: XXX XX XXXX XX XXX X XX X XX

Fund Fund Obj Subj Org Prog

Account Code Inquiry - Totals

USD

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File ID: 1

Fund Description	2018 - 2019 Last Yr Closing Amt	2019 - 2020 This Yr Original Budget	2019 - 2020 This Yr Amended Budget	2019 - 2020 This Yr Actual Amt	2020 - 2021 Next Yr Requested	2020 - 2021 Next Yr Recommended	2020 - 2021 Next Yr Approved
Fund: 199-1 GENERAL FUND							
Totals for 199-1							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	12,459,645.59	11,121,033.00	11,121,033.00	12,460,291.14	370,100.00	372,322.00	370,100.00
Other Resources	25,914.56	.00	.00	25,914.56	.00	.00	.00
Appropriations	16,024,344.65	13,797,776.00	17,962,363.00	16,545,850.86	2,802,323.00	2,802,323.00	2,802,323.00
Other Uses	413,102.05	.00	396,000.00	413,102.05	.00	.00	.00
Fund: 206-1 TEXSHEP							
Totals for 206-1							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	13,800.10	.00	.00	.00	2.00	2.00	2.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	13,800.10	15,775.00	15,775.00	13,271.44	.00	.00	.00
Other Uses	.00	.00	.00	.00	.00	.00	.00
Fund: 209-1 PRIORITY HONESIELEM SCHOOL							
Totals for 209-1							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	.00	72,176.00	72,176.00	25,530.52	.00	.00	.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	.00	72,176.00	66,176.00	37,112.22	.00	.00	.00
Other Uses	.00	.00	.00	.00	.00	.00	.00
Fund: 210-1 FOCUS MONIES/MIDDLE SCHOOL							
Totals for 210-1							
Fund Balance	.00	.00	.00	.00	.00	.00	.00
Estimated Revenues	.00	19,247.00	19,247.00	7,585.70	.00	.00	.00
Other Resources	.00	.00	.00	.00	.00	.00	.00
Appropriations	.00	19,247.00	19,247.00	14,423.32	.00	.00	.00
Other Uses	.00	.00	.00	.00	.00	.00	.00

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



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