

Oracle Planning and Budgeting Cloud Service



EPBCS User Training Guide

Revision History

Revision	Date	Author(s)	Revision Notes
1.0	10/8/21	Ed Doyle	

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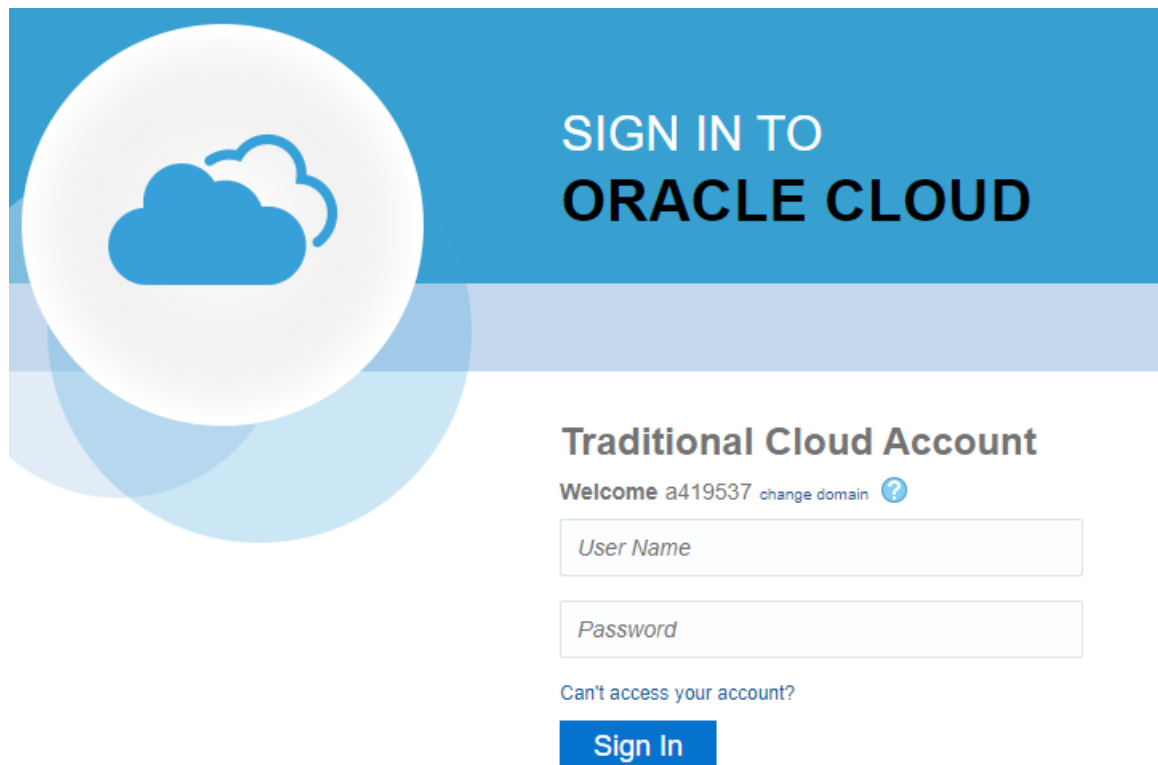
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Login to Oracle Planning and Budgeting Cloud Service (EPBCS)

To log into the Oracle Planning and Budgeting Cloud Service (PBCS) Production environment use the following link:

<https://planning-a419537.pbc.us2.oraclecloud.com/epmcloud/>

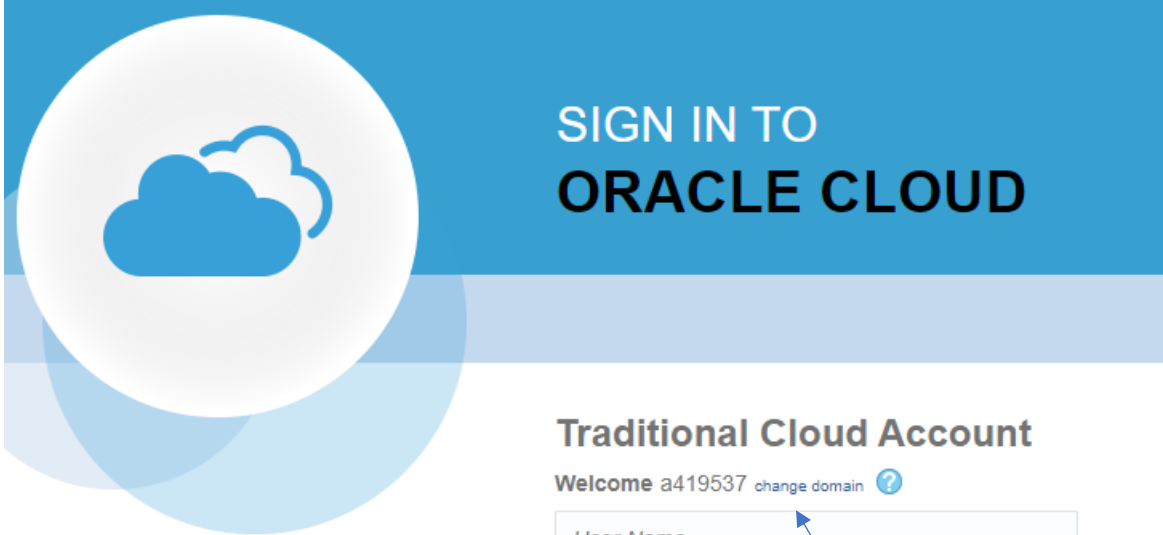
The following page is displayed:



The screenshot shows the Oracle Cloud login interface. On the left, there is a large white circle containing a blue cloud icon. To the right of this icon, the text "SIGN IN TO ORACLE CLOUD" is displayed in white and black. Below this, the heading "Traditional Cloud Account" is shown. Underneath, a welcome message reads "Welcome a419537 change domain ?". There are two input fields: "User Name" and "Password". Below the password field is a link that says "Can't access your account?". At the bottom, there is a blue "Sign In" button.

Confirm that the Domain is a419937.

- a. To change the domain - click on “change domain”



Traditional Cloud Account

Welcome a419537 [change domain](#) [?](#)

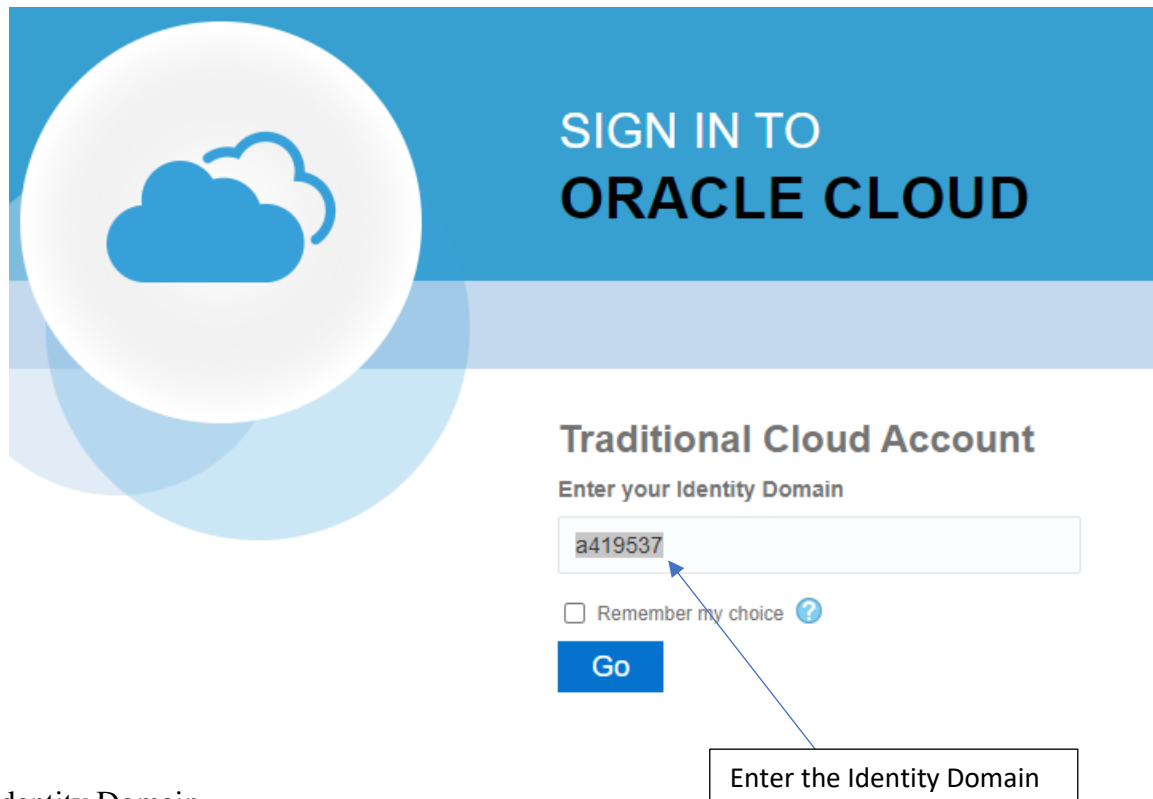
[Can't access your account?](#)

Sign In

Change Domain



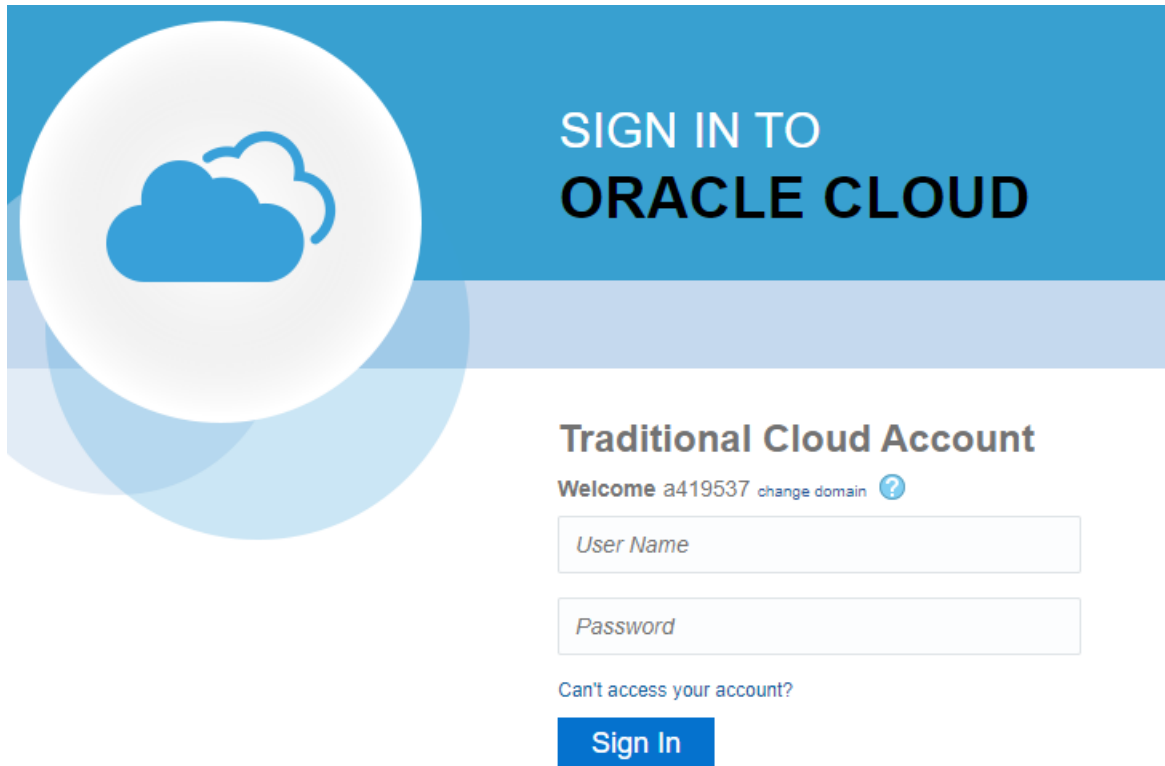
The following page is displayed:



Enter the Identity Domain

Click on "GO"

You will be returned to the Sign In page:

The image shows the Oracle Cloud sign-in interface. It features a blue header with a white circular icon containing a blue cloud. To the right of the icon, the text "SIGN IN TO ORACLE CLOUD" is displayed in white. Below the header, the section "Traditional Cloud Account" is visible. A welcome message "Welcome a419537" is followed by a "change domain" link and a help icon. There are two input fields: "User Name" and "Password". Below these fields is a link for "Can't access your account?" and a blue "Sign In" button.

**SIGN IN TO
ORACLE CLOUD**

Traditional Cloud Account

Welcome a419537 [change domain](#) [?](#)

User Name

Password

[Can't access your account?](#)

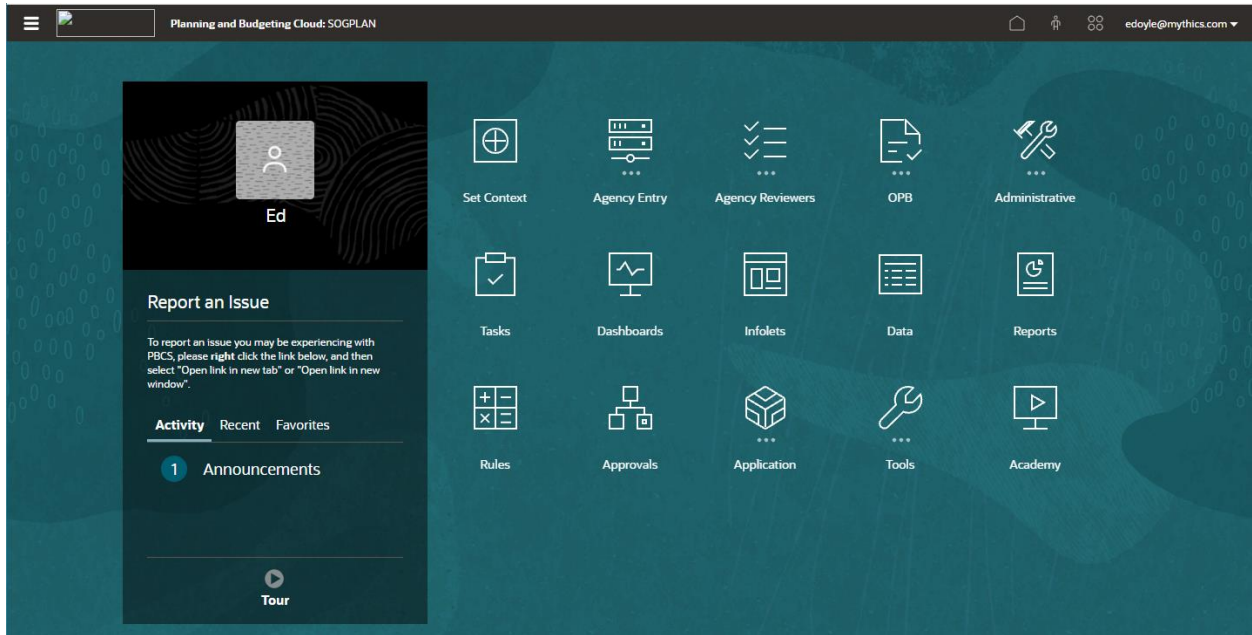
Sign In

Enter the username and password:

The image shows a screenshot of the Oracle Cloud sign-in interface. At the top left, there is a large white circle containing a blue cloud icon. To its right, a blue banner contains the text "SIGN IN TO ORACLE CLOUD" in white. Below the banner, the page title is "Traditional Cloud Account". Underneath, it says "Welcome a419537 change domain ?". There are two input fields: "User Name" and "Password". Below these fields is a link that says "Can't access your account?". At the bottom of the form is a blue "Sign In" button. Three callout boxes with arrows point to the "Sign In" button, the "User Name" field, and the "Password" field. The callouts are labeled "Click Sign In", "Enter username", and "Enter password" respectively.

Click "Sign In"

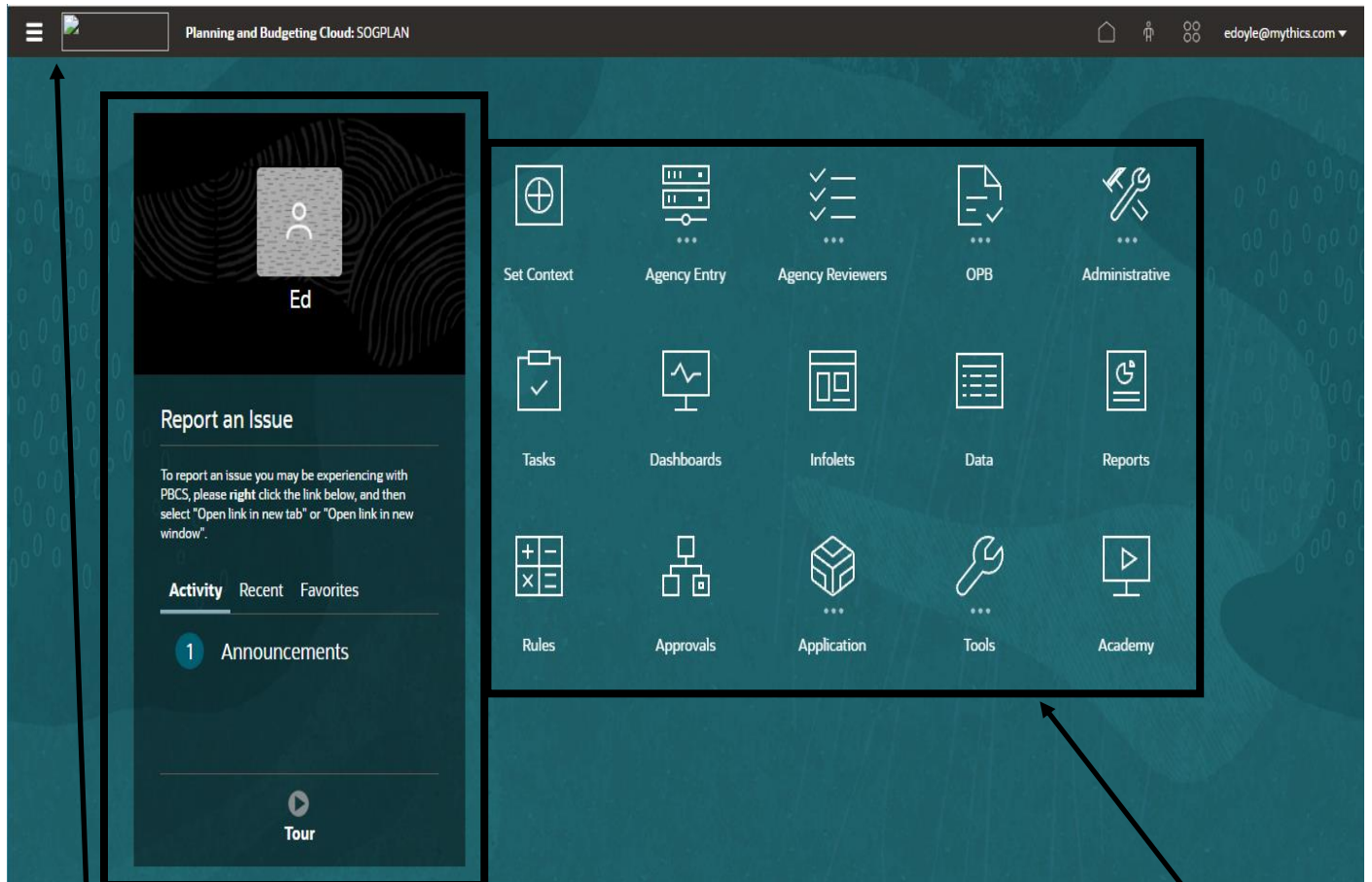
The EPBCS Home page will be displayed:



General

General Navigation

Home Page Layout



Menu Bar

Information window

Cluster/Cards – used to access components of the system such as Navigation Flows and Dashboards.

Menu Bar



Navigation Button – used to access system menu items

Application name

Home button – returns to the Home page

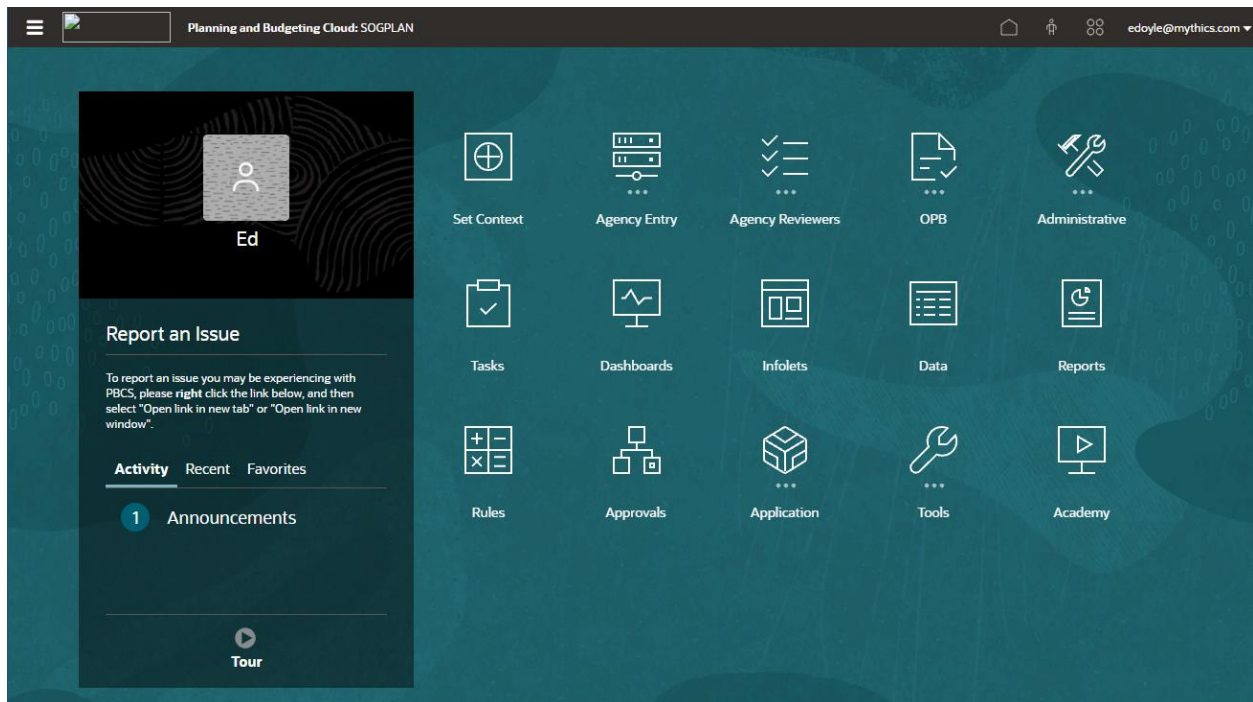
Accessibility Setting

Username – drop down used to access Settings and Actions

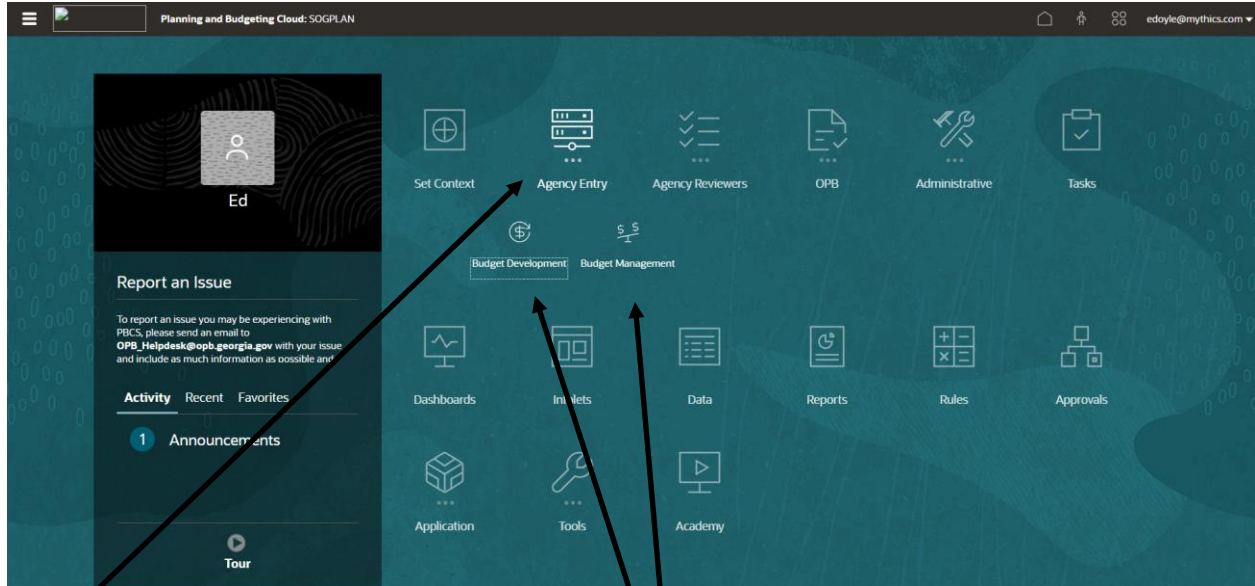
Navigation Flow access

Navigation Flows are used to update the budget data in the budgeting system. Navigation Flows are accessed through the Clusters that are located on the Home page. Clusters contain Cards that are used to access the data entry forms. The procedure to access a Navigation Flow is consistent between the components of the budgeting system. The procedure is as follows:

Log into the Oracle Planning and Budgeting Cloud Service (EPBCS) environment using the above procedure. The Home Page will be displayed:



Click on the Agency Entry Cluster. The Budget Development and Budget Management cards are displayed:



Agency Entry Cluster

Budget Development and Budget Management

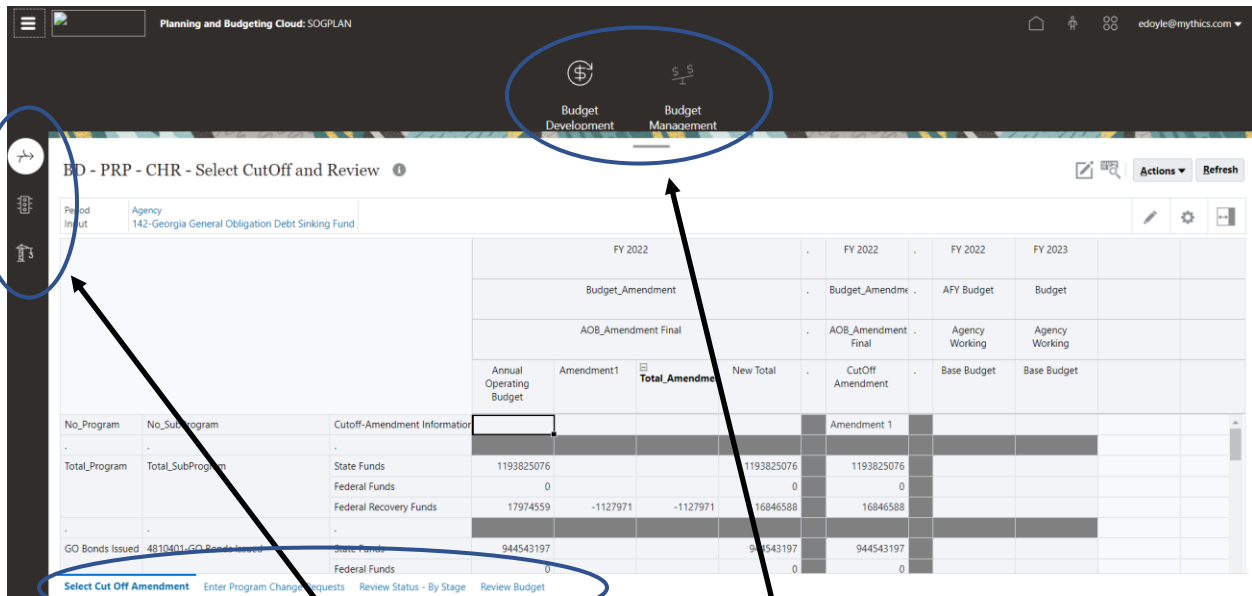
Click on the Budget Development card. The Budget Development navigation flows are displayed:

The screenshot displays the 'BD - PRP - CHR - Select CutOff and Review' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. Below the tabs, the page title 'BD - PRP - CHR - Select CutOff and Review' is visible, along with 'Actions' and 'Refresh' buttons. The main content area features a table with the following columns: 'No_Program', 'No_SubProgram', 'Cutoff-Amendment Information', 'Annual Operating Budget', 'Amendment1', 'Total_Amendmer', 'New Total', 'CutOff Amendment', 'Base Budget', and 'Base Budget'. The table is organized into sections for 'FY 2022' and 'FY 2023'. The data rows include 'Total Program' and 'GO Bonds Issued' with associated financial values.

			FY 2022		FY 2022	FY 2022	FY 2023		
			Budget_Amendment		Budget_Amendme	AFY Budget	Budget		
			AOB_Amendment Final		AOB_Amendment Final	Agency Working	Agency Working		
			Annual Operating Budget	Amendment1	Total_Amendmer	New Total	CutOff Amendment	Base Budget	Base Budget
No_Program	No_SubProgram	Cutoff-Amendment Information					Amendment 1		
Total_Program	Total_SubProgram	State Funds	1193825076			1193825076	1193825076		
		Federal Funds	0			0	0		
		Federal Recovery Funds	17974559	-1127971	-1127971	16846588	16846588		
GO Bonds Issued	4810401-GO Bonds Issued	State Funds	944543197			944543197	944543197		
		Federal Funds	0			0	0		

At the bottom of the table, there are navigation links: [Select Cut Off Amendment](#), [Enter Program Change Requests](#), [Review Status - By Stage](#), and [Review Budget](#).

Navigation Flow layout




Available Dashboards/Reports*

- Tabs associated with budget entry navigations flow:
- Program Change Request
 - Program KPIs
 - Capital Requests

Dashboard/Report associated with the selected tab

Available Cards

* Tabs associated with a Report will have the icon  displayed to the left of the name.

General Dashboard Layout

Dashboards are made up of forms. There is a Master form and sub-forms. The Master form controls the data that is displayed on the Sub-forms. To relate the data on the sub-forms to the Master form you must Apply Context. See [Apply Context](#).

Dashboard Layout

The screenshot shows a software interface with a top navigation bar containing filters for Agency (142-Georgia General Oblig.), Years (FY 2023), Scenario (Budget), and Version (OPB Working). The main area is divided into several sections:

- Program Changes Status:** Includes tabs for Status, Submitted, Submitted Comments, and Un-Submitted.
- Program Changes List:** A table with columns for No_Fund, Request Sequence, and Request Caption Input. It contains data for 'GO Bonds Issued' and 'GO Bonds New'.
- Change Request Header:** Includes a dropdown for 'GO Bonds Issued' and a 'TRS Adjustment' field.
- Program Summary:** Includes a dropdown for 'GO Bonds Issued' and fields for 'State Funds' and 'Federal a Other Fur'.
- Change Request Fund Distribution:** A table with columns for Total_SubProgram, State Funds, Federal Funds, Federal Recovery Funds Group, Total_Funds, and All_f. It shows data for '4810401-GO Bonds Issued'.

At the bottom, there are navigation links: Review Program Changes, Review Status - By Stage, and Update Program Purpose.

Available tabs:

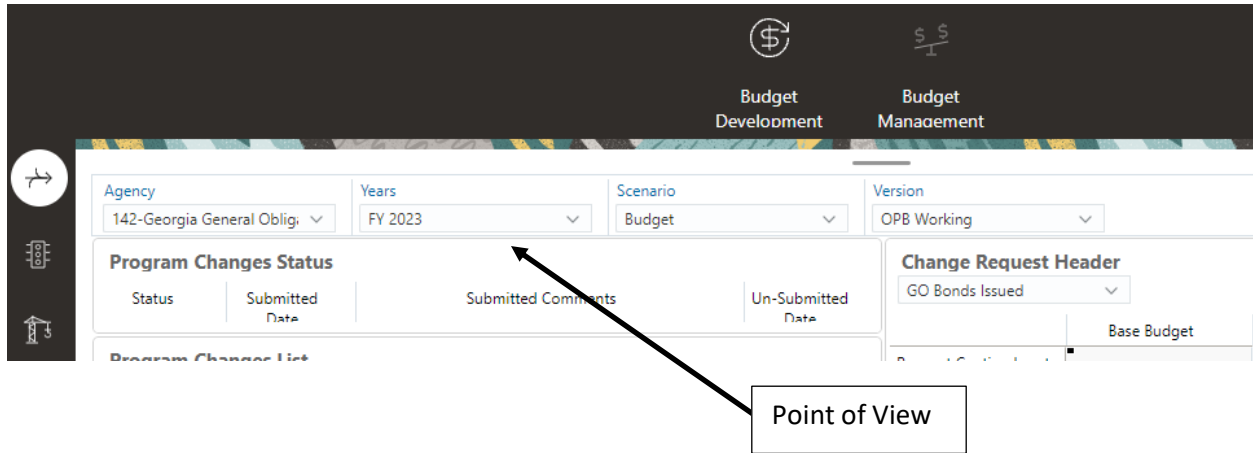
1. Program Change Request
2. Program KPIs
3. Capital Requests

Master Form

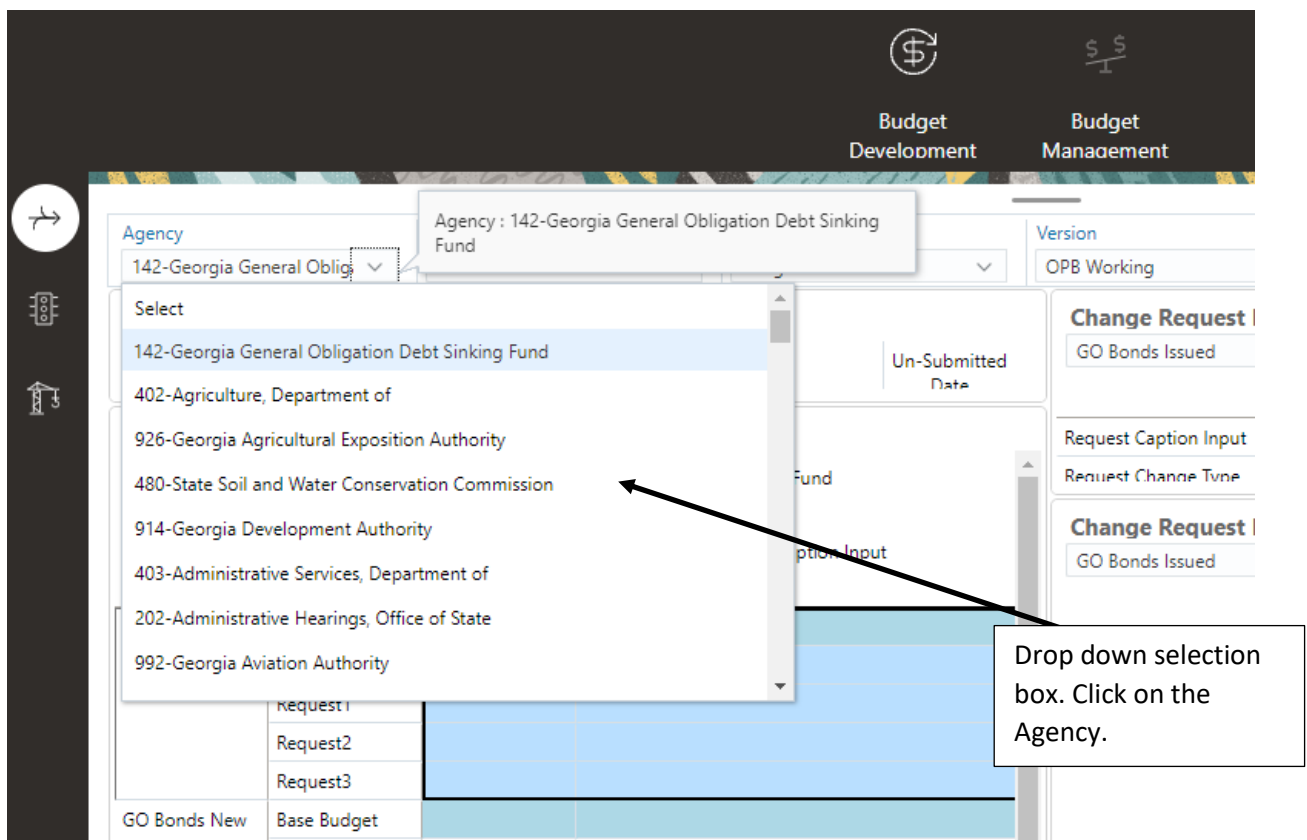
Dashboard with forms

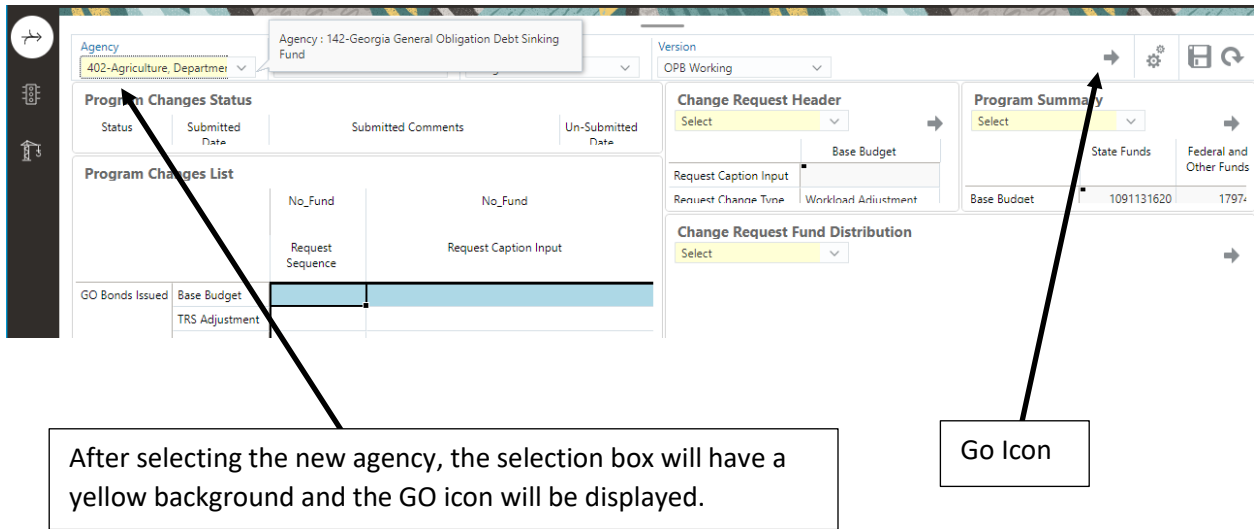
Point of View (POV)

Change Point of View

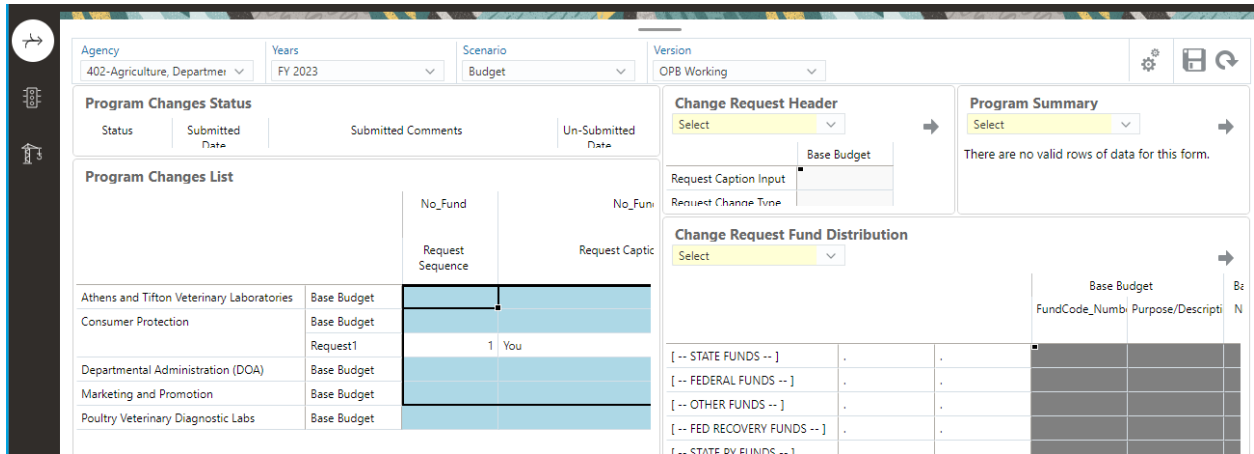


To set the Point of View (POV) use the dropdown box associated with the dimension that you want to set. To change the Agency POV, click the down arrow on the Agency drop down box and select the Agency. After the selection you need to click the GO icon to update the forms with the selection:





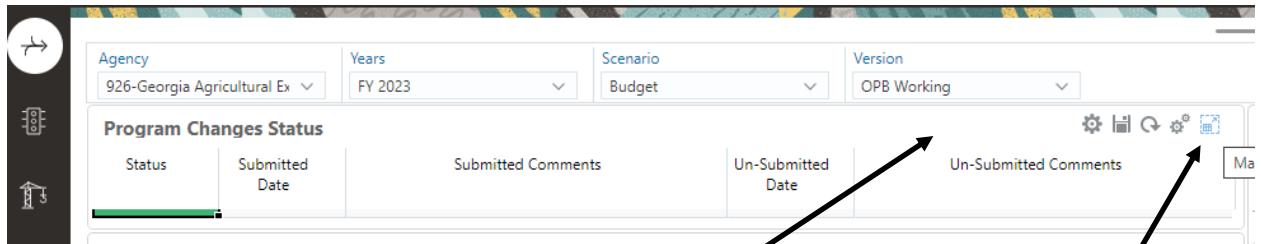
After clicking GO, the forms will be updated with the selected Agency data:



If you change the POV you will need to [Apply Context](#) to the updated data.

Full Screen Dashboard

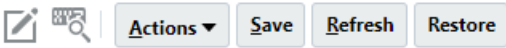
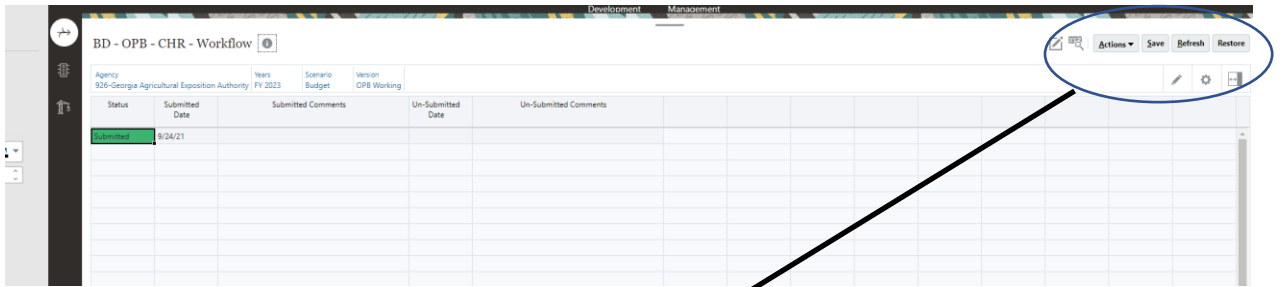
Each dashboard consists of forms. You can set the focus on an individual form using the Maximize icon. To view the form in full screen mode click the Maximize icon:



Hover the cursor on the form that you want to view in full screen mode. Additional menu items will be displayed on the right of the form. The Maximize button is on the right. Click on Maximize.

Maximize

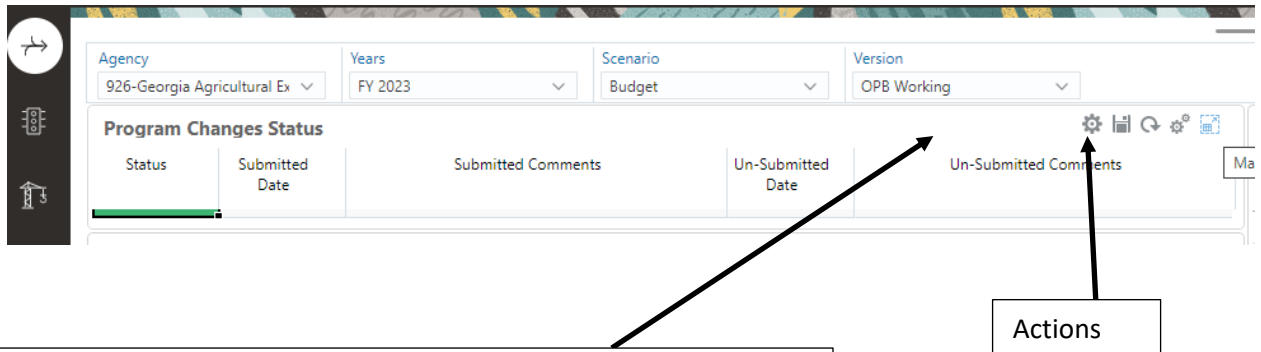
The form will enter full screen mode:



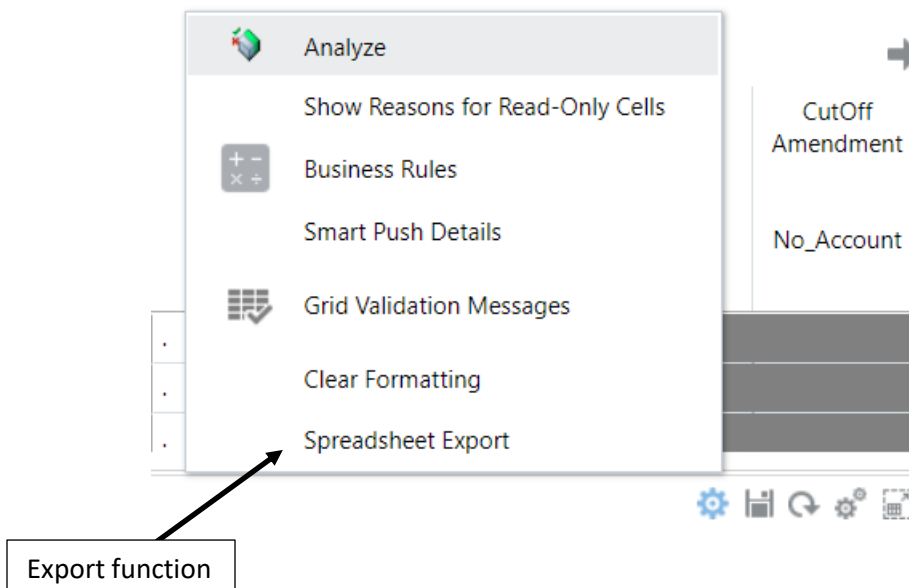
To return to the Dashboard click Restore

Spreadsheet Export

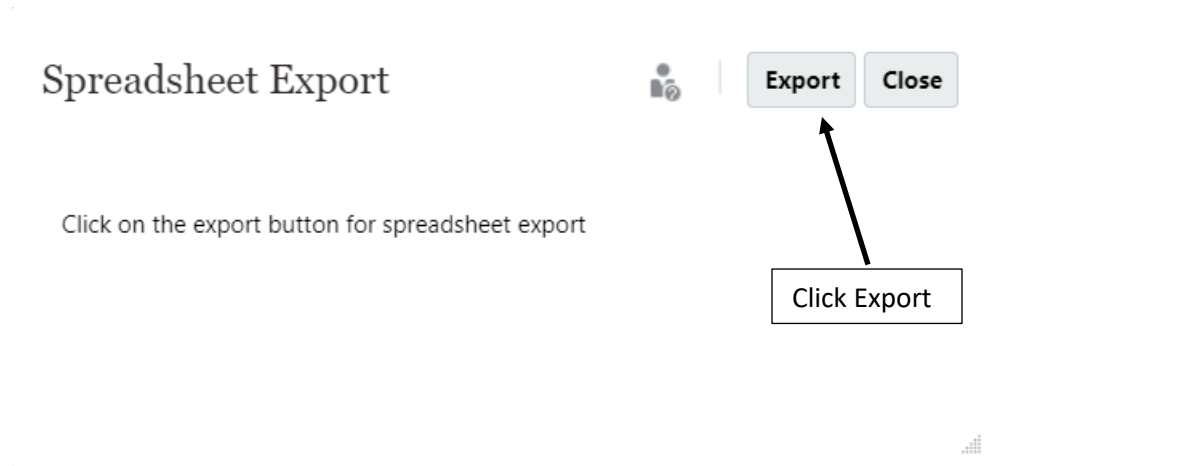
Any form on the dashboard can be exported to Excel. The Spreadsheet Export function is access using the menu items on each form:



Clicking the Actions icon will display additional menu items:



Clicking on the Spreadsheet Export menu item will display the Spreadsheet Export window:

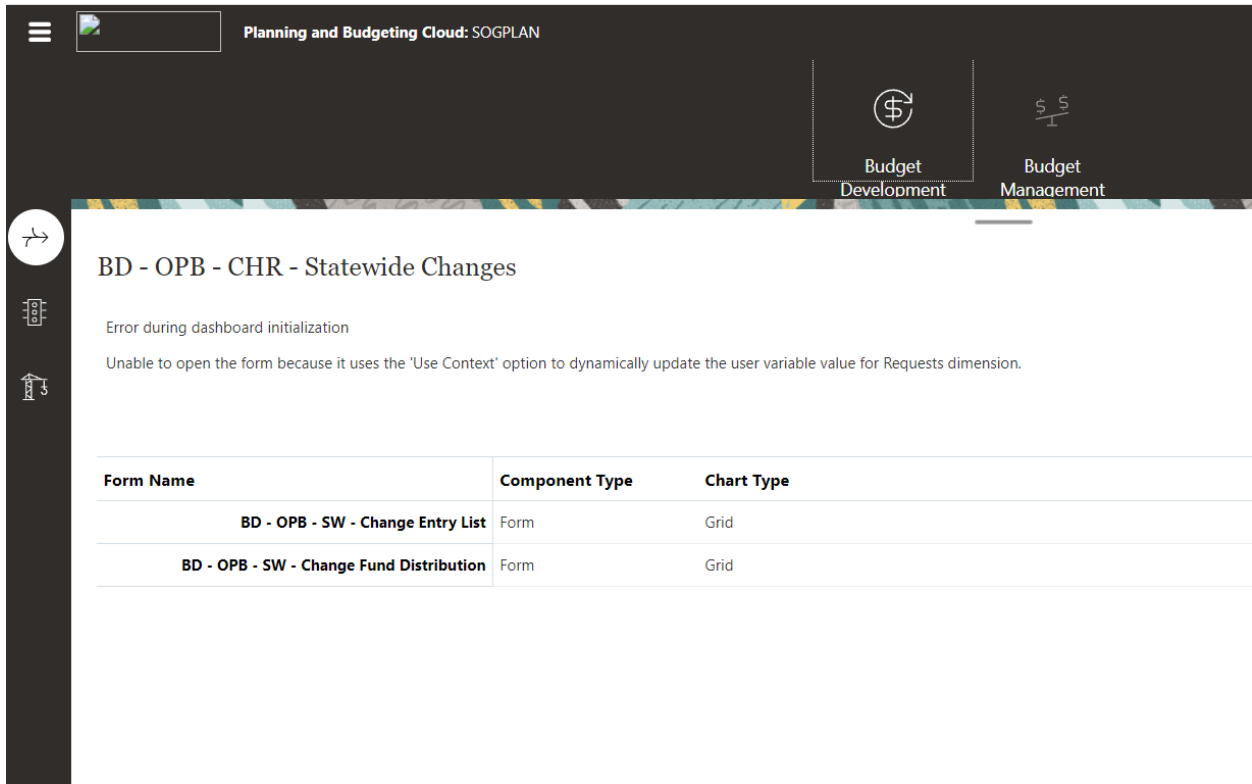


Click the Export button. The form will be downloaded to the Downloads directory in Excel format.

Click Close to close the Spreadsheet Export window.

Set Context – Form Error

Dashboards use context variables to control the data that is displayed on the forms. If the context variable are not set correctly you will receive the following message:



Planning and Budgeting Cloud: SOGPLAN

Budget Development

Budget Management

BD - OPB - CHR - Statewide Changes

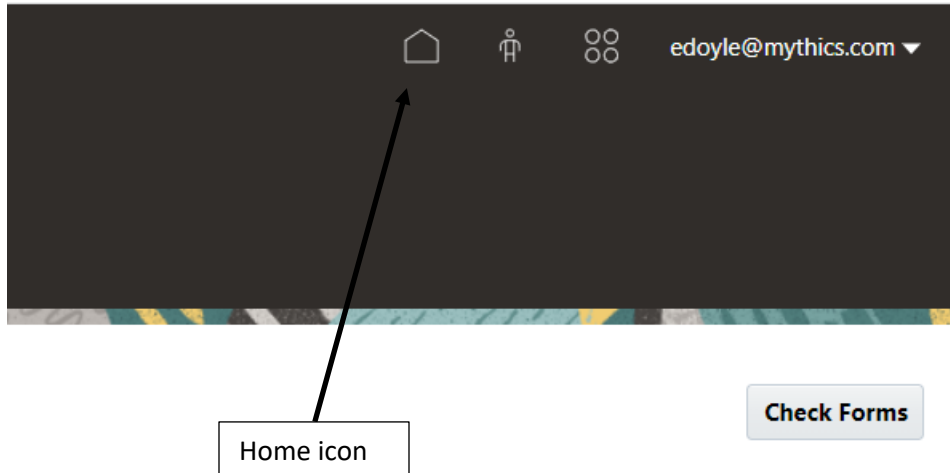
Error during dashboard initialization

Unable to open the form because it uses the 'Use Context' option to dynamically update the user variable value for Requests dimension.

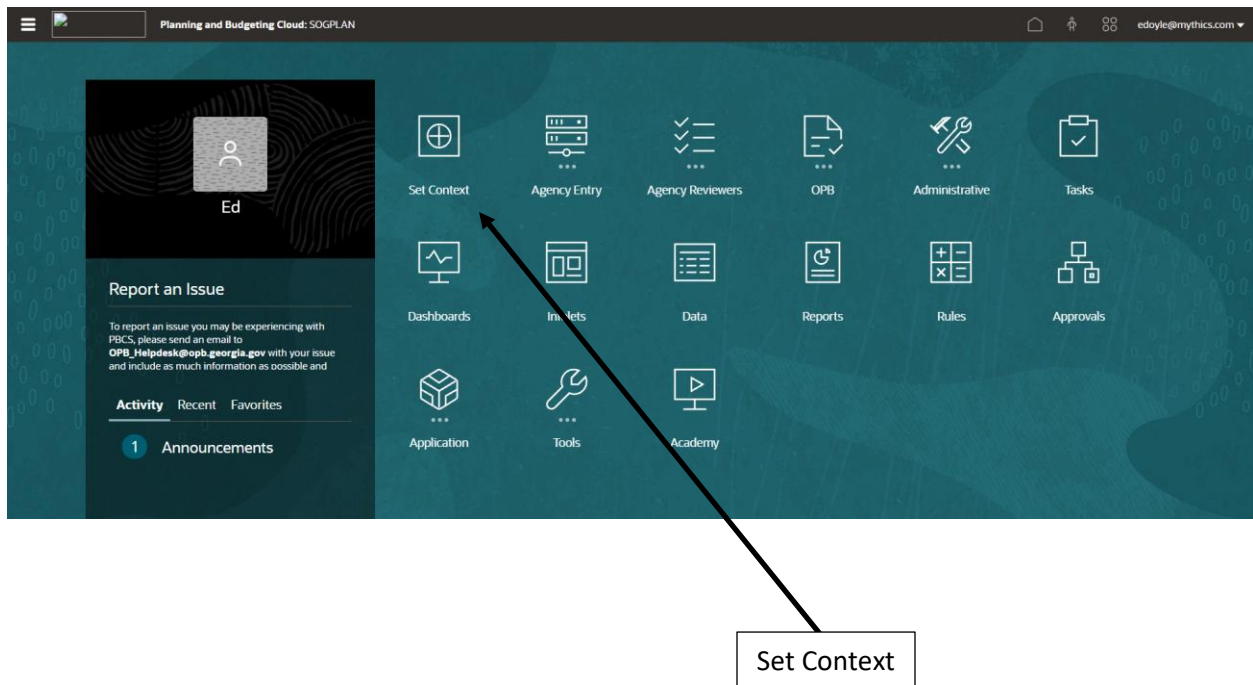
Form Name	Component Type	Chart Type
BD - OPB - SW - Change Entry List	Form	Grid
BD - OPB - SW - Change Fund Distribution	Form	Grid

To correct this issue, you need to reset the context variables.

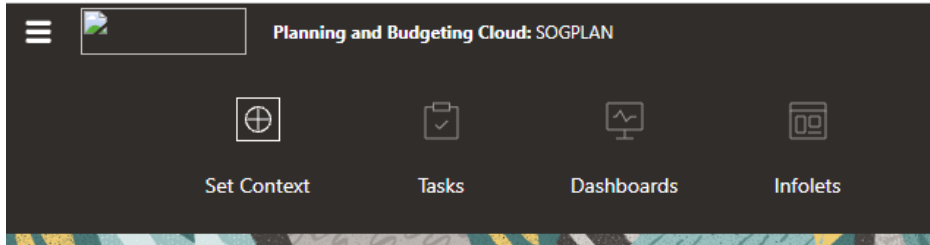
Return to the Home Page using the Home icon:



The Home page will be displayed:



Click the Set Context cluster to set the variables. The BD – Apply Context dashboard will be displayed:



BD - Apply Context

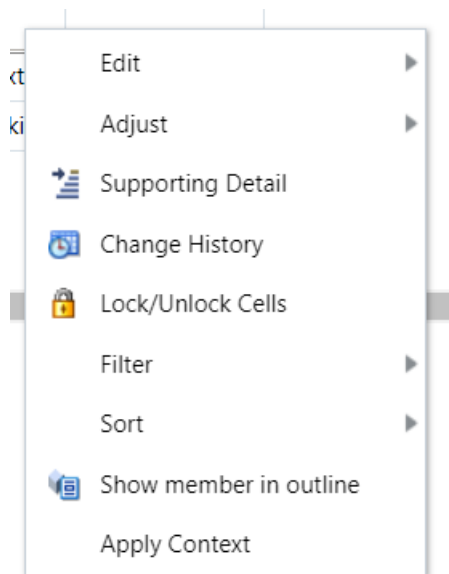
Agency	Years	Scenario
414-Education, Department	FY 2022	AFY Budget

BD - Set Context

Right Click on No_Version	Below and Select	Apply Context	
No_Program	No_Request	No_Version	

Right click Apply Context

To set the Context variables, right click on **No_Version**. The menu items will be displayed:



Click Apply Context. The Context variables will be set. There is no confirmation window displayed. Return to the form to confirm the issue was resolved.

Reports

Dashboards are made up of forms and reports. Reports can be displayed in HTML or PDF mode. You can determine the display mode using the Select Output dropdown selection box:

The screenshot displays the 'NF - AOB Analysis Report' interface. At the top, there are tabs for 'Budget Development' and 'Budget Management'. Below the title, there are several controls: 'File Format' set to 'PDF', 'Years' set to 'FY22', and 'Agency' set to 'BUA_474'. The 'Select Output:' dropdown menu is open, showing options: 'PDF Preview', 'HTML Preview', 'PDF Preview' (highlighted), 'Export to Excel', and 'Show Annotations'. An arrow points from a text box below to the 'PDF Preview' option in the dropdown. The main content area shows a table titled 'AOB Analysis Worksheet' for 'Year: FY22' and 'Agency: 474-Revenue, Department of'. The table has columns for 'FY 2022' (CutOff Amendment, Bill Change, Annual Operating Budget), 'FY 2022' (Budget Dev - As Signed, As Signed - AOB), and 'Variance' (AOB Total Object Class, Fund Balance - Object Class). The table includes rows for 'Total Program', 'State General Funds Total', 'Tobacco Settlement Funds Total', 'State Funds', 'Federal Funds', 'Other Funds', 'Federal and Other Funds', 'All Fund', and 'Departmental Administration (DOR)'. The 'All Fund' row shows a total of \$3,305,730 for the Annual Operating Budget and \$3,305,730 for the As Signed - AOB.

	FY 2022			FY 2022		Variance	
	CutOff Amendment	Bill Change	Annual Operating Budget	Budget Dev - As Signed	As Signed - AOB	AOB Total Object Class	Fund Balance - Object Class
Total Program							
State General Funds Total			196,962,996	196,962,996	-		
Tobacco Settlement Funds Total			433,763	433,763	-		
State Funds			197,396,759	197,396,759	-		
Federal Funds	1,058,059		1,058,059	1,058,059	-		
Other Funds	2,247,671		2,247,671	2,247,671	-		
Federal and Other Funds	3,305,730		3,305,730	3,305,730	-		
All Fund	\$3,305,730		\$3,305,730	\$3,305,730	-	\$200,702,009	
Departmental Administration (DOR)							
State General Funds			12,600,723	12,600,723	-		
State Funds			12,600,723	12,600,723	-		
All Fund			\$12,600,723	\$12,600,723	-	\$12,600,723	

Select Output dropdown selection

Each report contains a Point of View that allows the user to select the data to be displayed. The NF – AOB Analysis Report contains the Years and Agency in the POV.

Budget Development Budget Management

NF - AOB Analysis Report

File Format: PDF

Years	Agency
FY22	BUA_474

Select Output: PDF Preview

NF - AOB Analysis Report 1 / 1 100%

AOB Analysis Worksheet
 Year : FY22
 Agency : 474-Revenue, Department of

	FY 2022	FY 2022	FY 2022	FY 2022	Variance	FY 2022	Variance
	CutOff Amendment	Bill Change	Annual Operating Budget	Budget Dev - As Signed	As Signed - AOB	AOB Total Object Class	Fund Balance - Object Class
Total Programs							
State General Funds Total			196,962,996	196,962,996	-		
Tobacco Settlement Funds Total			433,783	433,783	-		
State Funds			197,396,779	197,396,779	-		
Federal Funds	1,058,099		1,058,099	1,058,099	-		
Other Funds	2,247,671		2,247,671	2,247,671	-		
Federal and Other Funds	3,305,770		3,305,770	3,305,770	-		
All Fund	\$3,305,770		\$200,702,549	\$200,702,549	-	\$200,702,549	
Departmental Administration (DOR)							
State General Funds			12,600,723	12,600,723	-		
State Funds			12,600,723	12,600,723	-		
All Fund			\$12,600,723	\$12,600,723	-	\$12,600,723	

Review AOB Review Status - In Progress Review Status - By Stage **AOB Analysis**

Point of View: Years and Agency

To select a different Agency for the report, click the member name in the Agency POV:

The screenshot shows the 'NF - AOB Analysis Report' interface. At the top right, it says 'Budget Development'. The main title is 'NF - AOB Analysis Report'. Below the title, there are several filters: 'File Format' set to 'PDF', 'Years' set to 'FY22', and 'Agency' set to 'BUA_474'. The 'Select Output' dropdown is set to 'PDF Preview'. Below these filters is a dark header bar with a hamburger menu icon, the title 'NF - AOB Analysis Report', and a page indicator '1 / 1'. The main content area is titled 'AOB Analysis Worksheet' and includes the following information: 'Year : FY22' and 'Agency : 474-Revenue, Department of'. Below this is a table with columns for 'FY 2022' and 'FY 2021'. The table has a header row with 'CutOff Amendment' and 'Bill Ch'. Below the header is a section for 'Total Program' with sub-rows for 'State General Funds Total', 'Tobacco Settlement Funds Total', and 'State Funds'. A callout box with an arrow points to the 'BUA_474' text in the Agency filter, with the text 'Agency member name in POV'.

	FY 2022	FY 2021
	CutOff Amendment	Bill Ch
Total Program		
State General Funds Total		
Tobacco Settlement Funds Total		
State Funds		

The Select a Member window will be displayed:

Select a Member

Agency
BUA_474


Search Agency

Agency	Total_Agency	
Total_Agency	State of Georgia	BU_472
Total_Non-Budgetary_Agency		BU_474
Branch		BU_475
Policy_Area		BU_476
Division		BU_477
No_Agency		BU_478
		BU_480
		BU_482
		BU_484
		BU_488

Members Agency > Total_Agency > State of Georgia > BU_474 > BUA_474

Navigate to the new Agency member and select OK:

Select a Member



Agency
BU_142

Search Agency

Agency	Total_Agency	State of Georgia
Total_Agency ▶	State of Georgia ▶	<input checked="" type="checkbox"/> BU_142 ▶
Total_Non-Budgetary_Agency ▶		BU_402 ▶
Branch ▶		BU_403 ▶
Policy_Area ▶		BU_404 ▶
Division ▶		BU_405 ▶
No_Agency ▶		BU_406 ▶
		BU_407 ▶
		BU_408 ▶
		BU_409 ▶

Agency BU_142 is selected

OK

Members Agency > Total_Agency > State of Georgia > BU_142

The data for the selected Agency will be displayed:

Budget Development
Budget Management

NF - AOB Analysis Report

File Format: PDF

Years: FY22 Agency: BU_142

Select Output: PDF Preview

NF - AOB Analysis Report

AOB Analysis Worksheet

Year : FY22
Agency : Georgia General Obligation Debt Sinking Fund

	FY 2022	FY 2022	FY 2022	FY 2022	Variance	FY 2022	Variance
	CutOff Amendment	Bill Change	Annual Operating Budget	Budget Dev - As Signed	As Signed - AOB	AOB Total Object Class	Fund Balance - Object Class
Total Program							
State General Funds Total			1,068,010,159	1,068,010,159	-		
Motor Fuel Funds Total			125,814,917	125,814,917	-		
State Funds			1,193,825,076	1,193,825,076	-		
Federal and Other Funds	18,846,588		17,874,559	17,874,559	-		
All Fund	18,846,588		1,211,799,635	1,211,799,635	-	1,211,799,635	-

Date: 10-08-2021
Time: 02:48 PM

Note: The Point of View is different than a Prompt. The Point of View is displayed at the top of a form or report and is used to select the members of the database that the data on the form or report represents. A Prompt selection box is displayed when a Business Rule or Report needs the members defined prior to running.

Export Report to Excel

Reports can be exported to Excel using the Spreadsheet Export function. This function is available under the Select Output dropdown box:

	FY 2022	FY 2022	FY 2022	FY 2022	Variance	FY 2022	Variance
	CutOff Amendment	Bill Change	Annual Operating Budget	Budget Dev - As Signed	As Signed - AOB	AOB Total Object Class	Fund Balance - Object Class
Total Program							
State General Funds Total			196,962,096	196,962,096	-		
Tobacco Settlement Funds Total			433,783	433,783	-		
State Funds			197,395,779	197,395,779	-		
Federal Funds	1,058,059		1,058,059	1,058,059	-		
Other Funds	2,247,871		2,247,871	2,247,871	-		
Federal and Other Funds	3,305,730		3,305,730	3,305,730	-		
All Fund	\$3,365,730		\$200,762,609	\$200,762,609	-	\$200,762,609	-
Departmental Administration (DOR)							
State General Funds			12,600,723	12,600,723	-		
State Funds			12,600,723	12,600,723	-		
All Fund			\$12,600,723	\$12,600,723	-	\$12,600,723	-

Select Output

Click on Export to Excel and the report will be downloaded to the Downloads directory in Excel format.

Budget Development

Program Changes

The Program Change navigation flow is available in the Budget Development card under the Agency Entry cluster.

Click on the Program Change Request tab:

The screenshot shows the 'BD - PRP - CHR - Select CutOff and Review' screen. The top navigation bar includes 'Budget Development' and 'Budget Management'. The main content area displays a table with columns for 'No_Program', 'No_SubProgram', 'Cutoff-Amendment Information', 'Annual Operati Budget', 'Amendment1', and 'Amen'. A callout box labeled 'Program Change Request Icon' points to a circular icon in the left sidebar.

No_Program	No_SubProgram	Cutoff-Amendment Information	Annual Operati Budget	Amendment1	Amen
.	.	.			
Total_Program	Total_SubProgram	State Funds	10212899126		
		Federal Funds	2096148714		
		Other Funds Group	28211020		
		Federal Recovery Funds	2333773	-2333773	
.	.	.			
Agricultural Education	1560101-Extended Day/Year	State Funds	4530990		
		Other Funds Group	2060587		

Select Cut Off Amendment | Enter Program Change Requests | Review Status - By Stage | Review Budget

The Program Change Request navigation flow is displayed:

Budget Development Budget Management

BD - PRP - CHR - Select CutOff and Review Actions Refresh

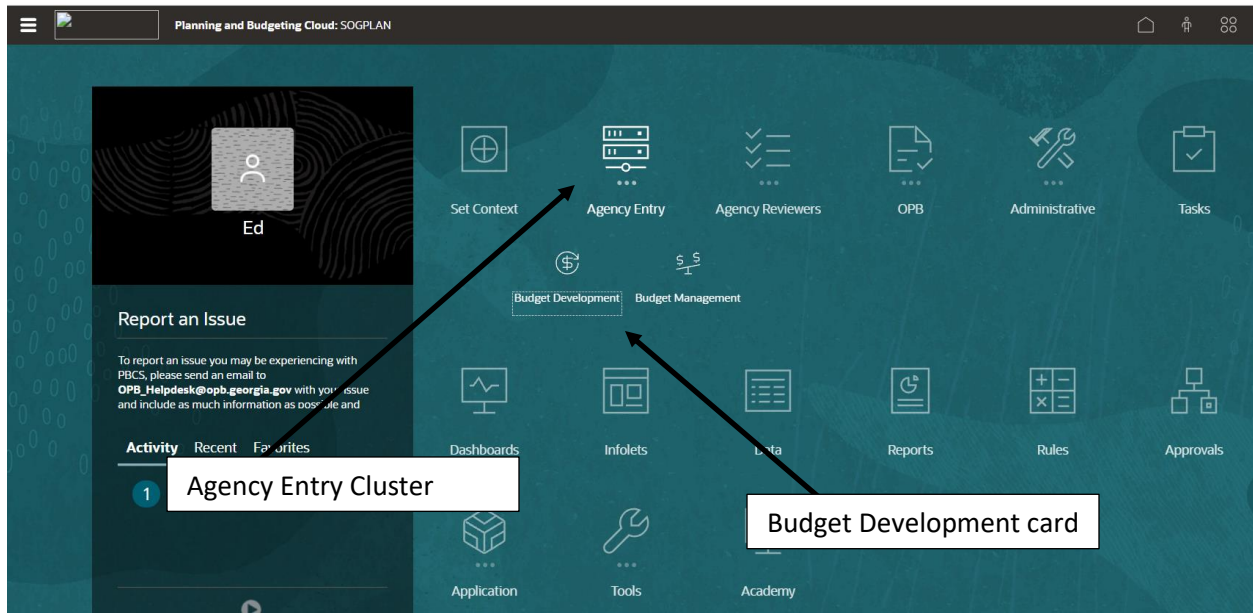
Period Input Agency 414-Education, Department of [Print] [Settings] [Refresh]

			FY 2022					FY 2023		
			Budget_Amendment					Budget		
			AOB_Amendment Final					AOB_Ar Fin		
No_Program	No_SubProgram	Cutoff-Amendment Information	Annual Operat Budget	Amendment1 Open for 50-60% off outerwear	Amendment2	Amendment3	Amendment4	Total_Amender	New Total	Cut Amend
-	-	-								Am
Total_Program	Total_SubProgram	State Funds	10212899126		0			0	10212899126	
		Federal Funds	2096148714			3000000	1840904157	1843904157	3940052871	
		Other Funds Group	28211020			2000000		2000000	30211020	
		Federal Recovery Funds	2333773	-2333773				-2333773	0	
-	-	-								
Agricultural Education	1560101-Extended Day/Year	State Funds	4530990						4530990	
		Other Funds Group	3060587						3060587	

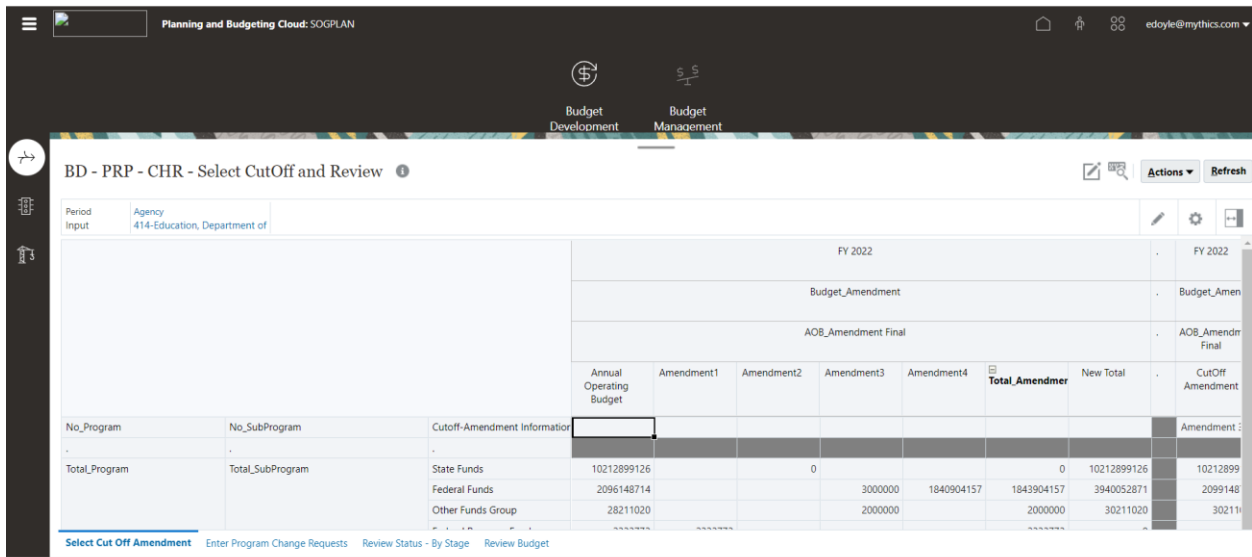
[Select Cut Off Amendment](#) [Enter Program Change Requests](#) [Review Status - By Stage](#) [Review Budget](#)

Select Cutoff Amendment

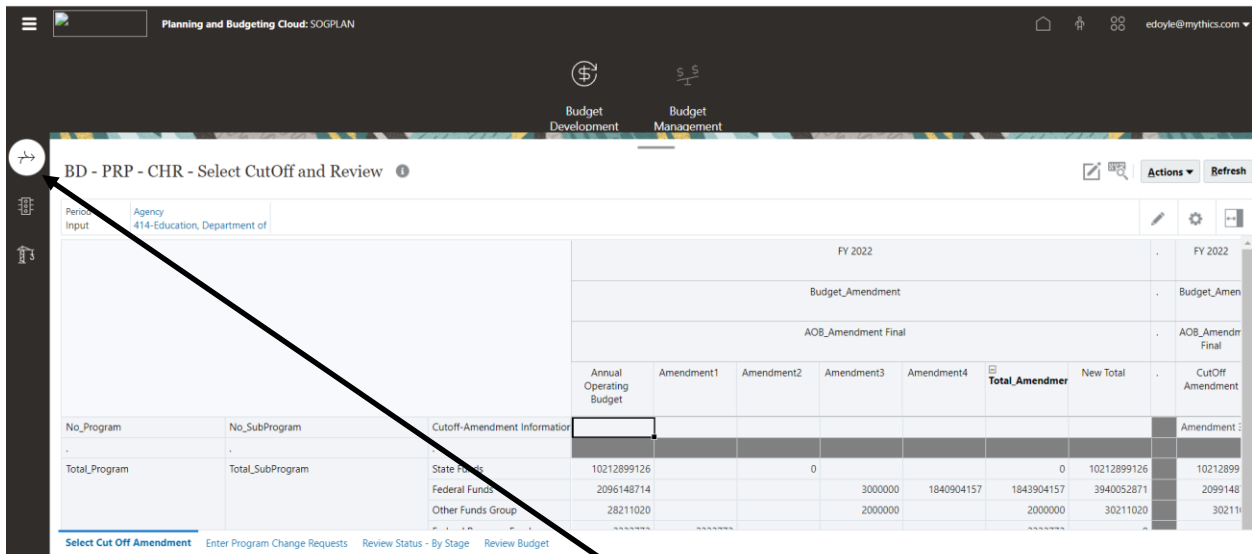
The Select Cutoff Amendment function is available in the Budget Development card under the Agency Entry cluster:



Click the Budget Development card. The Budget Development navigation flow is displayed:



Select the Program Change Requests tab on the left side of the navigation flow. Click the Select Cut Off Amendment tab at the bottom of the screen:



Program Change Requests tab

Select Cut Off Amendment tab

To select the Cut Off Amendment you must right click in the 4th row of the form:

To display the Select Cutoff Amendment menu item you must right click in the 4th row of the header. If you do not right click on the 4th row the Select Cutoff Amendment menu item will not be displayed.

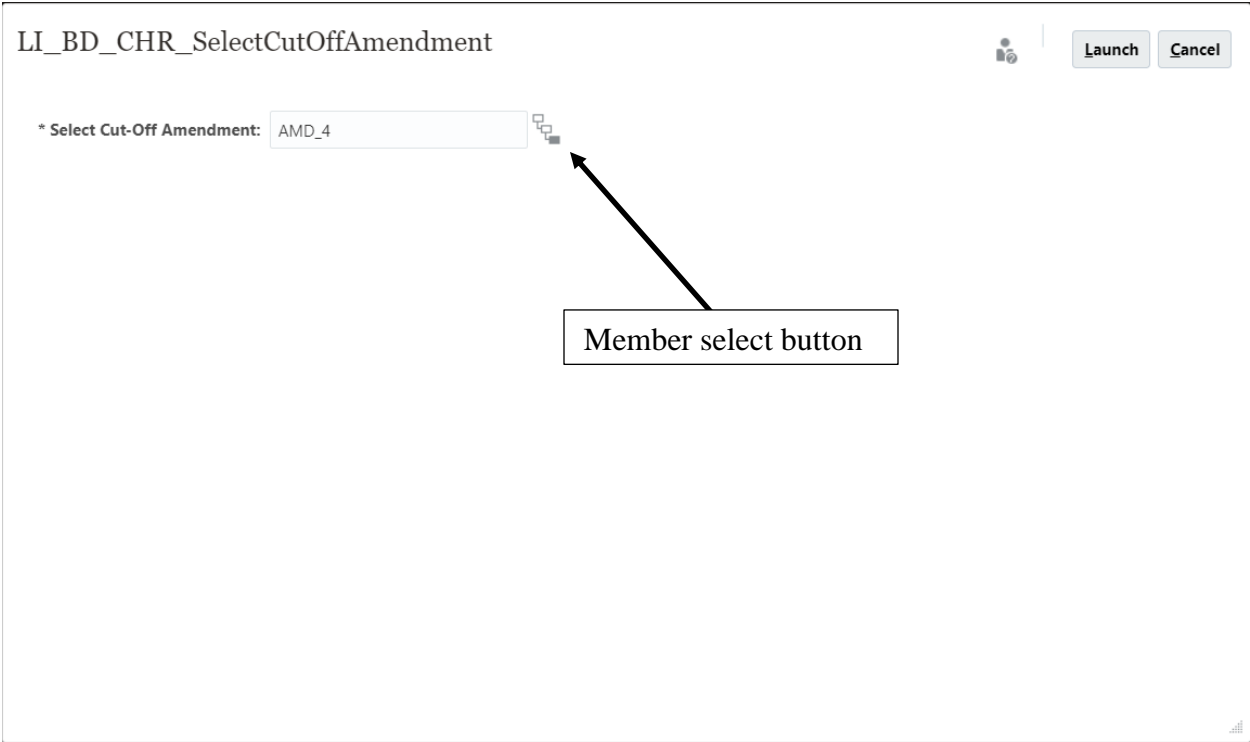
		FY 2022						FY 2022	
		Budget_Amendment						Budget_Amen	
		AOB_Amendment Final						AOB_Amendr Final	
		Annual Operating Budget	Amendment1	Amendment2	Amendment3	Amendment4	Total_Amendment	New Total	CutOff Amendment
No_Program	No_SubProgram	Cutoff-Amendment Information							
Total_Program	Total_SubProgram	State Funds	10212899126	0			0	10212899126	10212899
		Federal Funds	2096148714		3000000	1840904157	1843904157	3940052871	2099148
		Other Funds Group	28211020		2000000		2000000	30211020	30211

Right click to display the menu items including the Select Cutoff Amendment menu item.

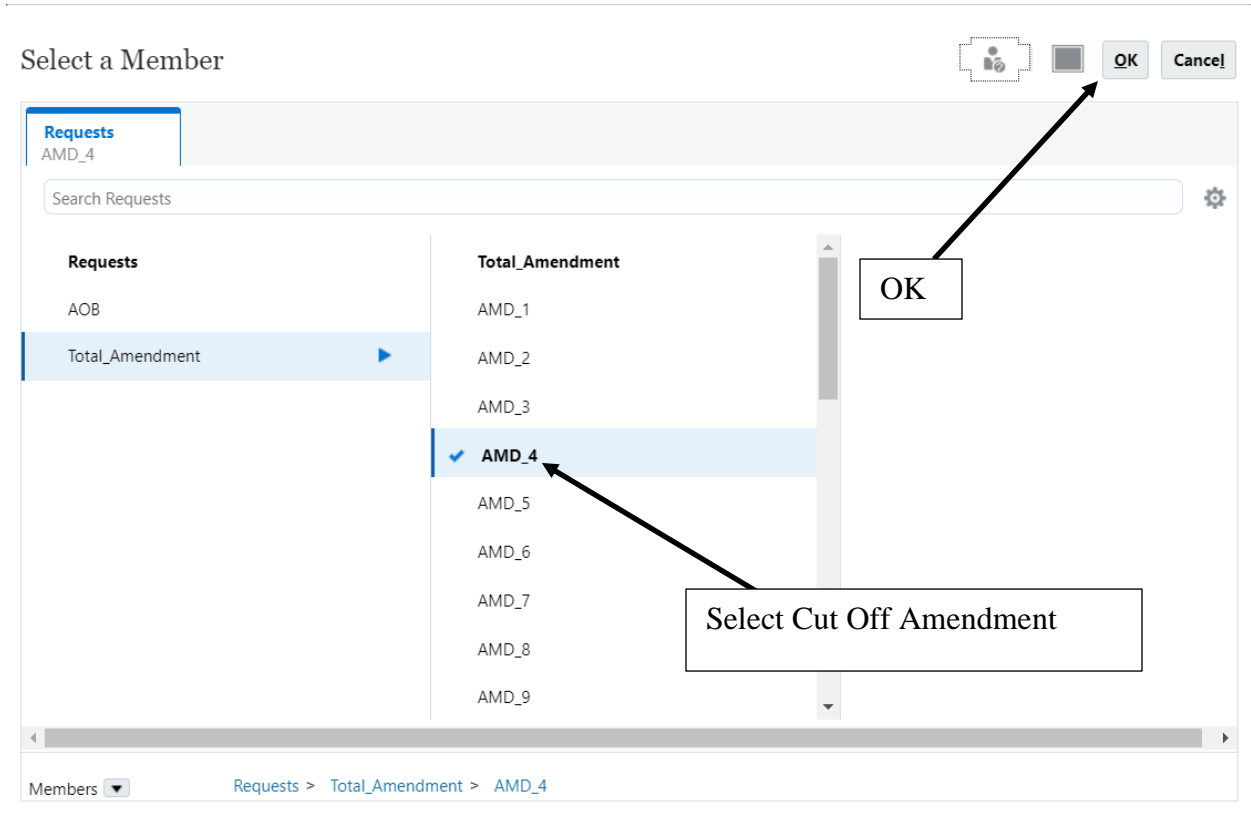
Right clicking on the 4th row of the header will display the available menu items:

- Select CutOff Amendment
- Edit
- Adjust
- Supporting Detail
- Change History
- Lock/Unlock Cells
- Filter
- Sort
- Show member in outline

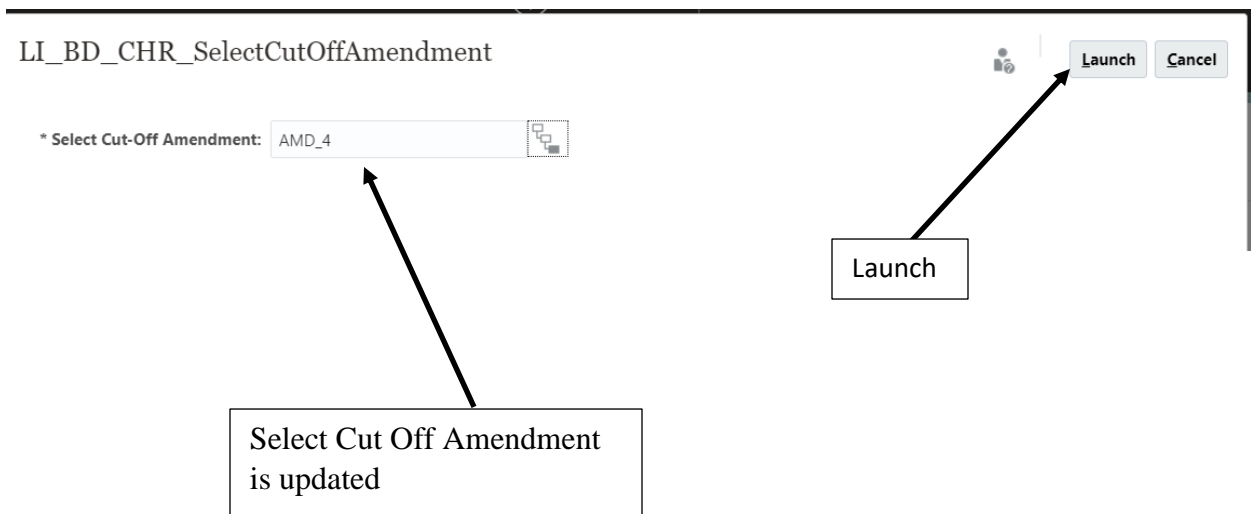
Click the Select Cutoff amendment menu item. The LI_BD_CHR_Select_Cut_OffAmendment selection window is displayed:



Using the member select button, select the Cut Off amendment and select OK:



The Select Cut-Off Amendment is updated with the selected amendment. Click Launch:



The form will be updated with the selected Cut Off Amendment:

The screenshot displays a budget management interface with the following components:

- Header:** "Budget Development" and "Budget Management".
- Page Title:** "BD - PRP -".
- Table:** A table showing budget details for FY 2022. The table includes columns for "Annual Operating Budget", "Amendment1", "Amendment2", "Amendment3", "Amendment4", "Total_Amendmer", and "New Total".
- Callout Box:** A white box with the text "Form updated with the selected Cut Off Amendment" and an arrow pointing to the "Total_Amendmer" column.
- Footer:** "Select Cut Off Amendment", "Enter Program Change Requests", "Review Status - By Stage", "Review Budget".

No_Program	No_SubProgram	Cutoff-Amendment Information	Annual Operating Budget	Amendment1	Amendment2	Amendment3	Amendment4	Total_Amendmer	New Total	Cut Amend
-	-	-								
Total_Program	Total_SubProgram	State Funds	10212899126		0			0	10212899126	
		Federal Funds	2096148714			3000000	1840904157	1843904157	3940052871	
		Other Funds Group	28211020			2000000		2000000	30211020	
		Federal Recovery Funds	2333773	-2333773				-2333773	0	
-	-	-								
Agricultural Education	1560101-Extended Day/Year	State Funds	4530990						4530990	
		Other Funds Group	2060627						2060627	

Add/Edit Program Changes

Click on the Program Change Request tab:

The screenshot displays the 'Planning and Budgeting Cloud: SOGLPLAN' interface. The top navigation bar includes 'Budget Development' and 'Budget Management'. The main content area is titled 'PRP - CHR - Select CutOff and Review'. A callout box labeled 'Program Change Request Icon' points to a circular icon in the left sidebar. Below the title, there is a table with columns for 'Annual Operating Budget', 'Amendment1', 'Amendment2', 'Amendment3', 'Amendment4', 'Total_Amendmer', and 'New Total'. The table data is as follows:

No_Program	No_SubProgram	Cutoff-Amendment Information	Annual Operating Budget	Amendment1	Amendment2	Amendment3	Amendment4	Total_Amendmer	New Total	CutOff Amendment
-	-	-	-	-	-	-	-	-	-	-
Total_Program	Total_SubProgram	State Funds	10212899126		0			0	10212899126	10212899
		Federal Funds	2096148714			3000000	1840904157	1843904157	3940052871	2099148
		Other Funds Group	28211020			2000000		2000000	30211020	30211020

At the bottom of the interface, there are navigation tabs: 'Select Cut Off Amendment', 'Enter Program Change Requests', 'Review Status - By Stage', and 'Review Budget'.

The Program Change Request navigation flow is displayed:

BD - PRP - CHR - Select CutOff and Review

Period Input Agency 414-Education, Department of

FY 2022

			FY 2022						FY 2	
			Budget_Amendment						Budget	
			AOB_Amendment Final						AOB_Ar Fin	
No_Program	No_SubProgram	Cutoff-Amendment Information	Annual Operating Budget	Amendment1	Amendment2	Amendment3	Amendment4	Total_Amendment	New Total	Cut Amend
-	-	-	-	-	-	-	-	-	-	-
Total_Program	Total_SubProgram	State Funds	10212899126		0			0	10212899126	
		Federal Funds	2096148714			3000000	1840904157	1843904157	3940052871	
		Other Funds Group	28211020			2000000		2000000	30211020	
		Federal Recovery Funds	2333773	-2333773				-2333773	0	
		-	-	-	-	-	-	-	-	-
Agricultural Education	196010-Extended Day/Year	State Funds	4530990						4530990	
		Other Funds Group	266687						266687	

Select Cut Off Amendment Enter Program Change Requests Review Status - By Stage Review Budget

Available Dashboards/Reports

Enter Program Change Requests tab

Select the Enter Program Change Requests tab.

[Set the Point of View](#)

Add Change Request

To add a change request to a program, right click on the Program on the Program Changes List form:

The screenshot shows a software interface for budget management. At the top right, there are tabs for 'Budget Development' and 'Budget Management'. Below these are filters for 'Version' (Agency Working), 'Agency' (414-Education, Department), 'Years' (FY 2023), and 'Scenario' (Budget). A section titled 'Agency Working Status & Workflow' contains columns for 'Status', 'Submitted Date', 'Submitted Comments', 'Un-Submitted Date', and 'Un-Su'. The main area is a 'Program Changes List' table with columns for 'Program', 'Request Sequence', 'No_Fund', and 'Request C'. The table lists several programs, with 'Agricultural Education' highlighted. A callout box with an arrow points to the 'Agricultural Education' row, containing the text: 'Right click to Add a Change Request. To add Change Request for Agricultural Education right click on Agricultural Education.' At the bottom, there are buttons for 'Select Cut Off Amendment', 'Enter Program Change Requests', and 'Review'.

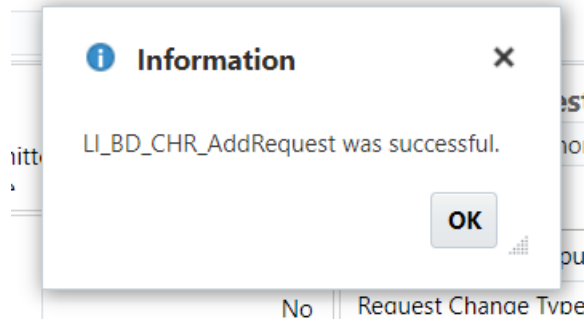
Program	Request Sequence	No_Fund	Request C
Agricultural Education	Base Budget		
Agricultural Education	Request1	1	This is a Caption
Business and Finance Administration	Base Budget		
Central Office	Base Budget		
Central Office	Request1	2	This is a another Request
Charter Schools	Base Budget		
Chief Turnaround Officer	Base Budget		
Communities in Schools	Base Budget		
Curriculum Development	Base Budget		
Federal Programs	Base Budget		
Georgia Network for Educational and Therapeutic Support (GNETS)	Base Budget		

Right click to Add a Change Request. To add Change Request for Agricultural Education right click on Agricultural Education.

The Menu Item list is displayed:

The screenshot displays the 'Budget Development Manager' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Manager'. Below this, a header section contains filters for 'Version' (Agency Working), 'Agency' (414-Education, Department), 'Years' (FY 2023), and 'Scenario' (Budget). The main area is titled 'Agency Working Status & Workflow' and contains a table with columns for 'Status', 'Submitted Comments', 'Un-Submitted Date', and 'Un-Su'. A context menu is open over the table, listing various actions: 'Add Change Request', 'Edit', 'Adjust', 'Supporting Detail', 'Change History', 'Lock/Unlock Cells', 'Filter', 'Sort', 'Show member in outline', and 'Apply Context'. A callout box labeled 'Menu Item List' points to this menu. The table data includes rows for 'Agricultural Ed', 'Business and Fi', 'Central Office', 'Charter Schools', 'Chief Turnaround Officer', 'Communities in Schools', 'Curriculum Development', 'Federal Programs', and 'Georgia Network for Educational and Therapeutic Support (GNETS)'. The table also has columns for 'Base Budget', 'Request1', 'Request Sequence', and 'No_Fund'. The 'Request1' column contains entries like '1 This is a Caption', '2 This is a another Request', and '3 Test Remove Me'. The 'Request Sequence' column contains values 1, 2, and 3. The 'No_Fund' column is empty. The bottom of the interface shows navigation links: 'Select Cut Off Amendment', 'Enter Program Change Requests', 'Review Status - By Stage', and 'Review Budget'.

Click on Add Change Request. The Information window will be displayed confirming that the request was added:



Click OK. The Dashboard will be updated with the next available Request:

The screenshot displays the "Budget Development" and "Budget Management" dashboard. At the top, there are filters for "Version" (Agency Working), "Agency" (414-Education, Department), "Years" (FY 2023), and "Scenario" (Budget). Below the filters is the "Agency Working Status & Workflow" section, which includes a table with columns for Status, Submitted Date, Submitted Comments, Un-Submitted Date, and Un-Su. The main section is the "Program Changes List" table, which has columns for Program Name, Base Budget, Request Sequence, and Request Caption. The table lists several programs, including Agricultural Education, Business and Finance Administration, Central Office, Charter Schools, Chief Turnaround Officer, Communities in Schools, and Curriculum Development. A callout box with an arrow pointing to the "Request1" row for "Business and Finance Administration" contains the text "The Dashboard is updated with the Request".

Program Name	Base Budget	Request Sequence	Request Caption
Agricultural Education			
	Request1	1	This is a Caption
	Request2		
Business and Finance Administration			
	Request1		
Central Office			
	Request1		
Charter Schools			
Chief Turnaround Officer			
	Request1	3	Test Remove Me
Communities in Schools			
Curriculum Development			

Right click on Request2 on the Program Changes List form and Apply Context.

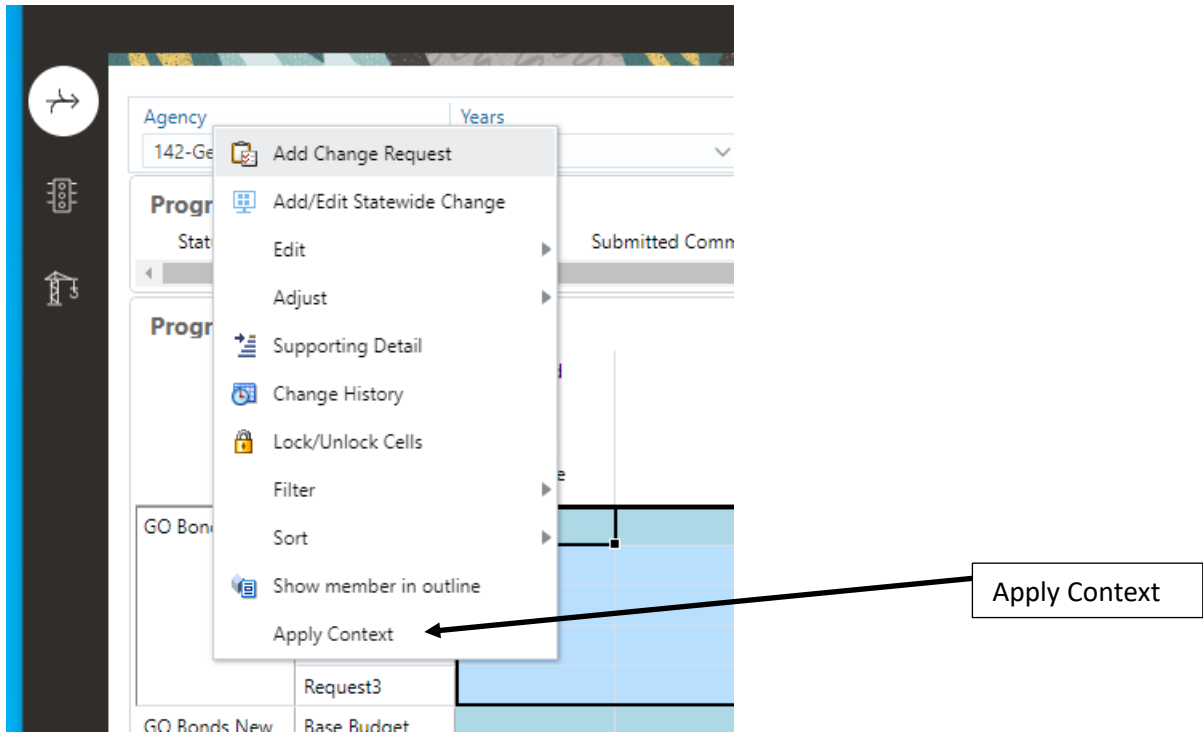
Program Change Apply Context

The Program Change List is the Master form. This form sets the context for the other forms on the dashboard. To update the data for the newly added Request2 you must set the context on the other forms on the dashboard to display the data for Request2. To set the Context, right click on the Request2 member on the Program Change List form.

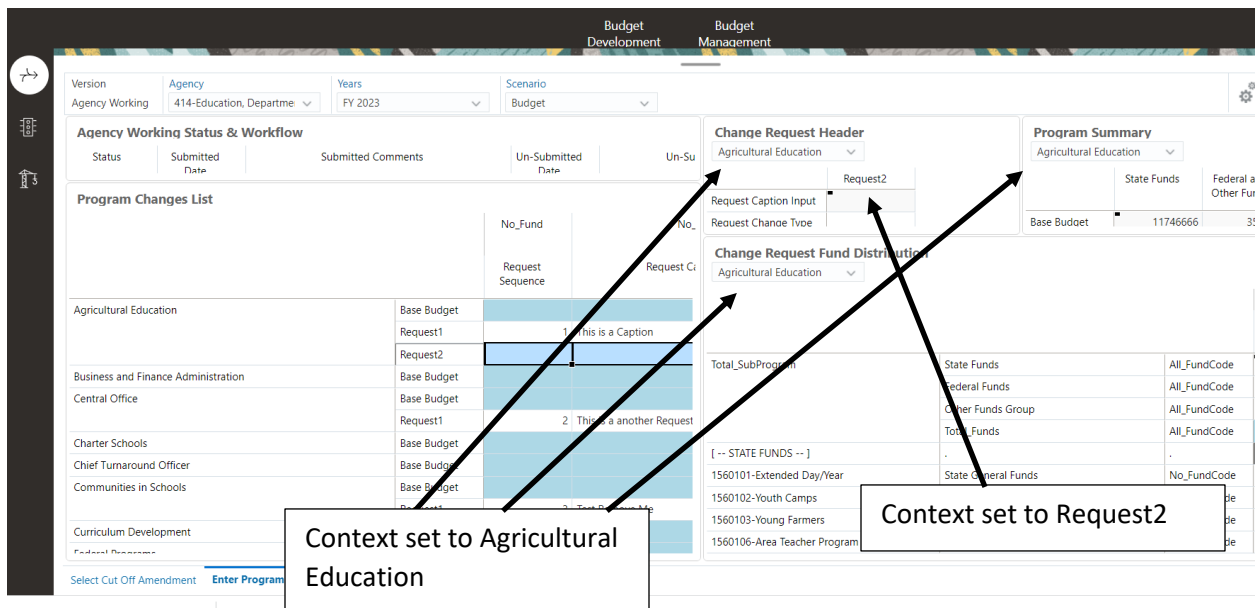
The screenshot shows the 'Program Changes List' form. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. Below these are filter fields for 'Version', 'Agency' (414-Education, Departme), 'Years' (FY 2023), and 'Scenario' (Budget). The main content area is split into two sections: 'Agency Working Status & Workflow' and 'Program Changes List'. The 'Program Changes List' is a table with columns for 'No_Fund' and 'Request Sequence'. It lists various departments and their budget requests. A callout box with an arrow points to the 'Request2' row in the 'Agricultural Education' section, with the text 'Right click Request2'. To the right of the table are panels for 'Change Request Header' and 'Change Request Fund Distribution'.

Department	Request Type	No_Fund	Request Sequence	Request Caption
Agricultural Education	Base Budget			
	Request1		1	This is a Caption
	Request2			
Business and Finance Administration	Base Budget			
	Request1	2		This is another Request
Central Office	Base Budget			
	Request1		3	Test Remove Me
Charter Schools	Base Budget			
Chief Turnaround Officer	Base Budget			
Communities in Schools	Base Budget			
Curriculum Development	Base Budget			
Federal Programs	Base Budget			

The Menu Item list is displayed:



Click Apply Context. The forms on the dashboard are set to the program Agricultural Education and Request2:

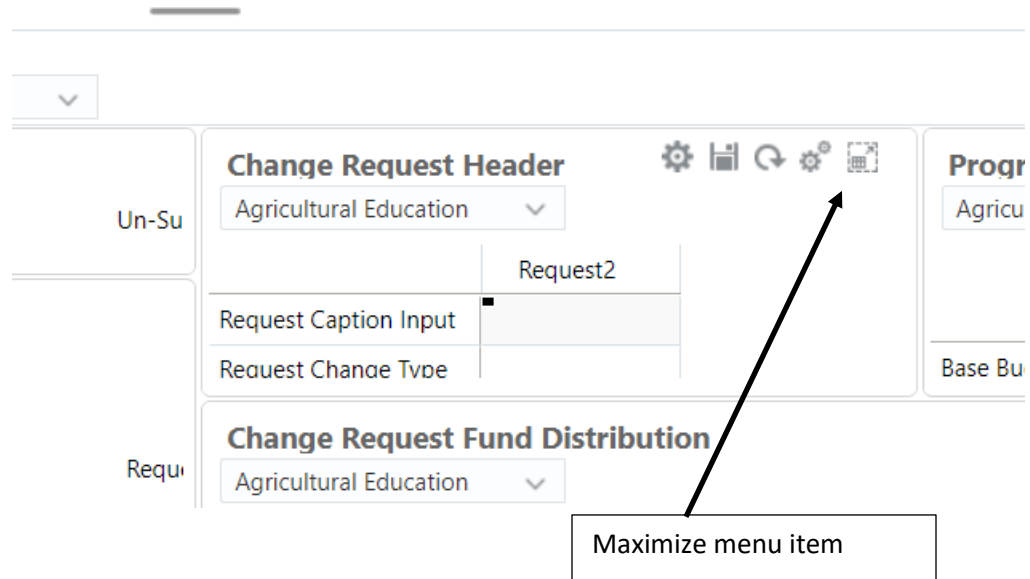


The dashboard is now ready to enter data for Request2 for Agricultural Education.

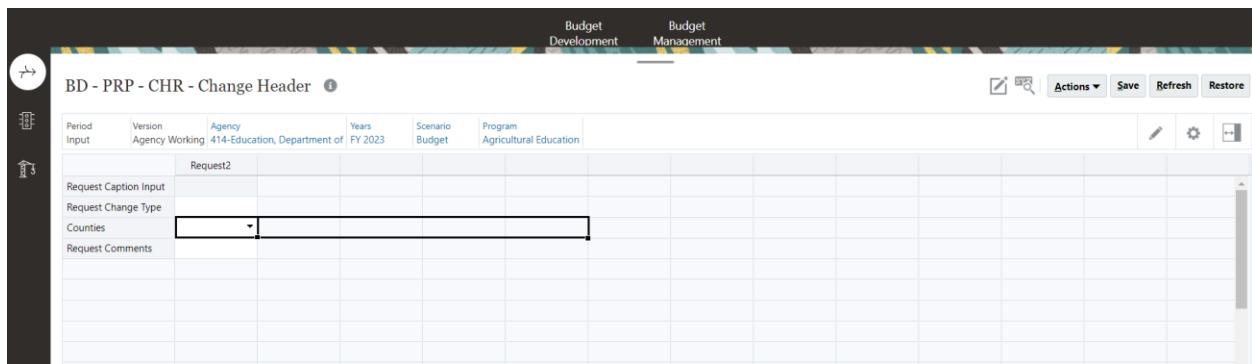
Update Change Request Header

The Change Request Header form is used to select the Request Change Type and the associated County. You can also add any required comments.

It is easier to enter the data if the form is set to full screen. Hover the cursor over the form. The menu items for the form are displayed. Select Maximize. The form will be displayed in full screen mode:



Change Request Header full screen mode:



The Change Request Type is selected using the associated dropdown box:

The screenshot shows a software interface with a table and a dropdown menu. The table has columns for 'Period', 'Version', and 'Agency'. The 'Request Change Type' field is highlighted with a black box, and a dropdown menu is open, listing various options. The dropdown menu is titled 'Entries' and includes a search bar and a list of items: 'No_ChangeType', 'Workload Adjustment', 'Other Adjustments', '% Reduction', 'Redistribution', and 'One Time Delete'.

Period	Version	Agency
Input	Agency Working	414-Educ
	Request2	
Request Caption Input		
Request Change Type		
Counties		
Request Comments		

Entries

Search

Name

- No_ChangeType
- Workload Adjustment
- Other Adjustments
- % Reduction
- Redistribution
- One Time Delete

The Counties is selected using the associated dropdown box:

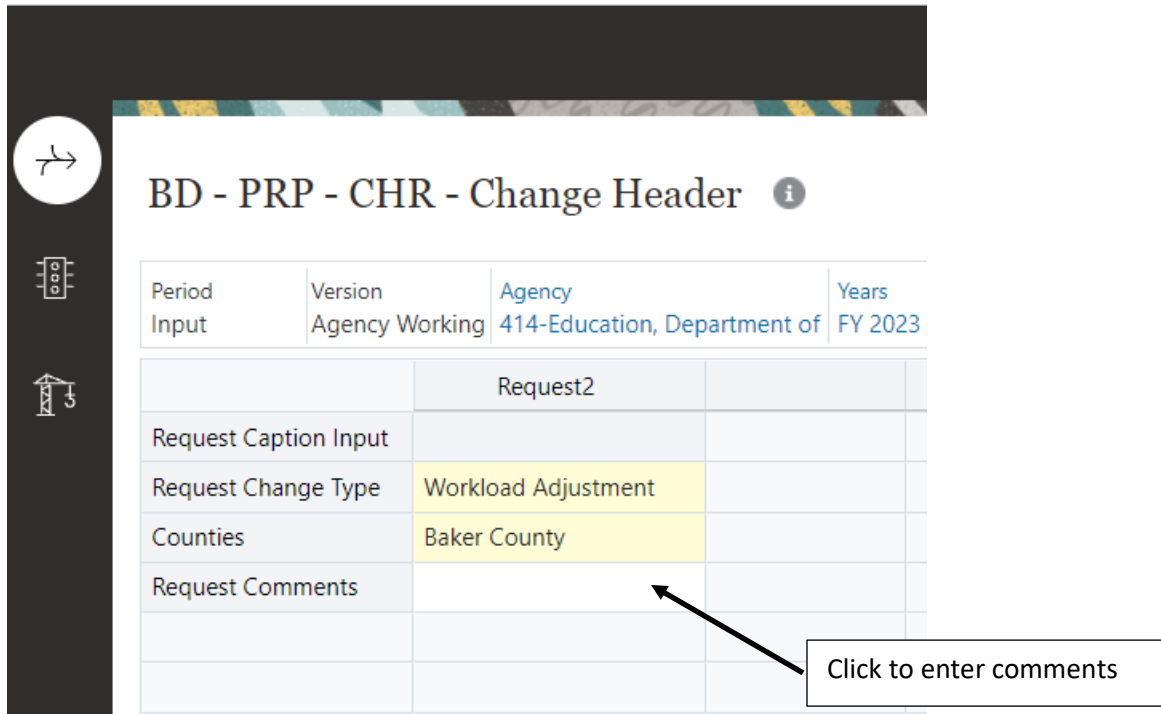
The screenshot displays a software interface with a table and a dropdown menu. The table has the following data:

Period	Version	Agency
Input	Agency Working	414-Education, De
Request Caption Input	Request2	
Request Change Type	Workload Adjustment	
Counties		
Request Comments		

An 'Entries' dropdown menu is open, showing a search box and a list of county names:

- Atkinson County
- Bacon County
- Baker County
- Baldwin County
- Banks County
- Barrow County

Comments can be added in the free text box. The free comment box is displayed by clicking on the cell associated with Request Comments:



The screenshot shows a software interface with a sidebar on the left containing navigation icons. The main content area displays a table titled "BD - PRP - CHR - Change Header" with an information icon. The table has columns for "Period", "Version", "Agency", and "Years". Below this is a table with a header row "Request2" and several data rows. The "Request Change Type" row is highlighted in yellow and contains "Workload Adjustment". The "Counties" row is also highlighted in yellow and contains "Baker County". The "Request Comments" row is highlighted in light blue and is empty. An arrow points from a callout box containing the text "Click to enter comments" to the "Request Comments" cell.

Period	Version	Agency	Years
Input	Agency Working	414-Education, Department of	FY 2023
	Request2		
Request Caption Input			
Request Change Type	Workload Adjustment		
Counties	Baker County		
Request Comments			

Clicking in the Comment cell will display the Comment edit box:

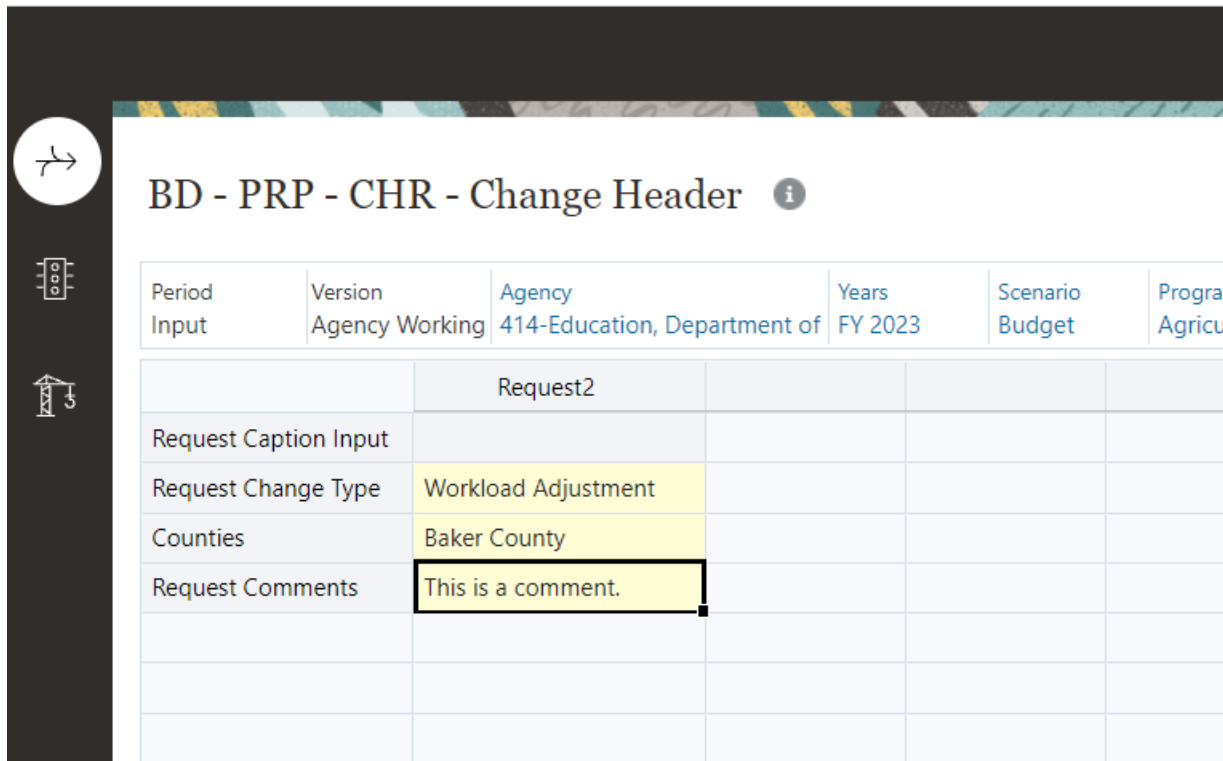
BD - PRP - CHR - Change Header ⓘ

Period	Version	Agency	Years	Scenario	Program
Input	Agency Working	414-Education, Department of	FY 2023	Budget	Agricultural Ec
		Request2			
Request Caption Input					
Request Change Type		Workload Adjustment			
Counties		Baker County			
Request Comments					

Request Comments

Save Cancel

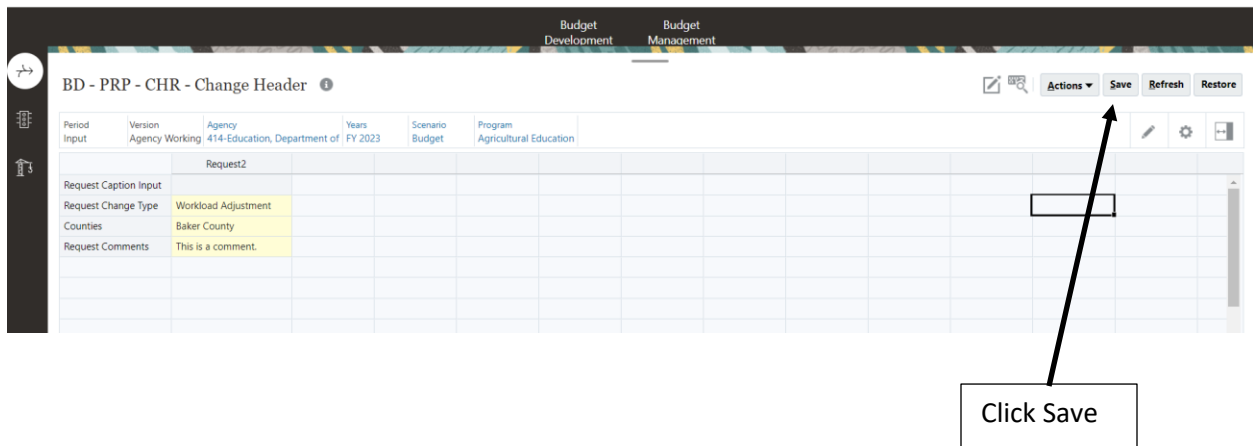
Enter the comment and click Save. The Comments cell is updated:



Period Input	Version Agency Working	Agency	Years	Scenario Budget	Program
		414-Education, Department of	FY 2023		Agricultural Education
		Request2			
Request Caption Input					
Request Change Type		Workload Adjustment			
Counties		Baker County			
Request Comments		This is a comment.			

Notice that the cells have a yellow background. This indicates that the data has been changed but not saved to the database.

Click Save to update the database:



Budget Development Budget Management

BD - PRP - CHR - Change Header

Actions Save Refresh Restore

Period Input	Version Agency Working	Agency	Years	Scenario Budget	Program
		414-Education, Department of	FY 2023		Agricultural Education
		Request2			
Request Caption Input					
Request Change Type		Workload Adjustment			
Counties		Baker County			
Request Comments		This is a comment.			

Click Save

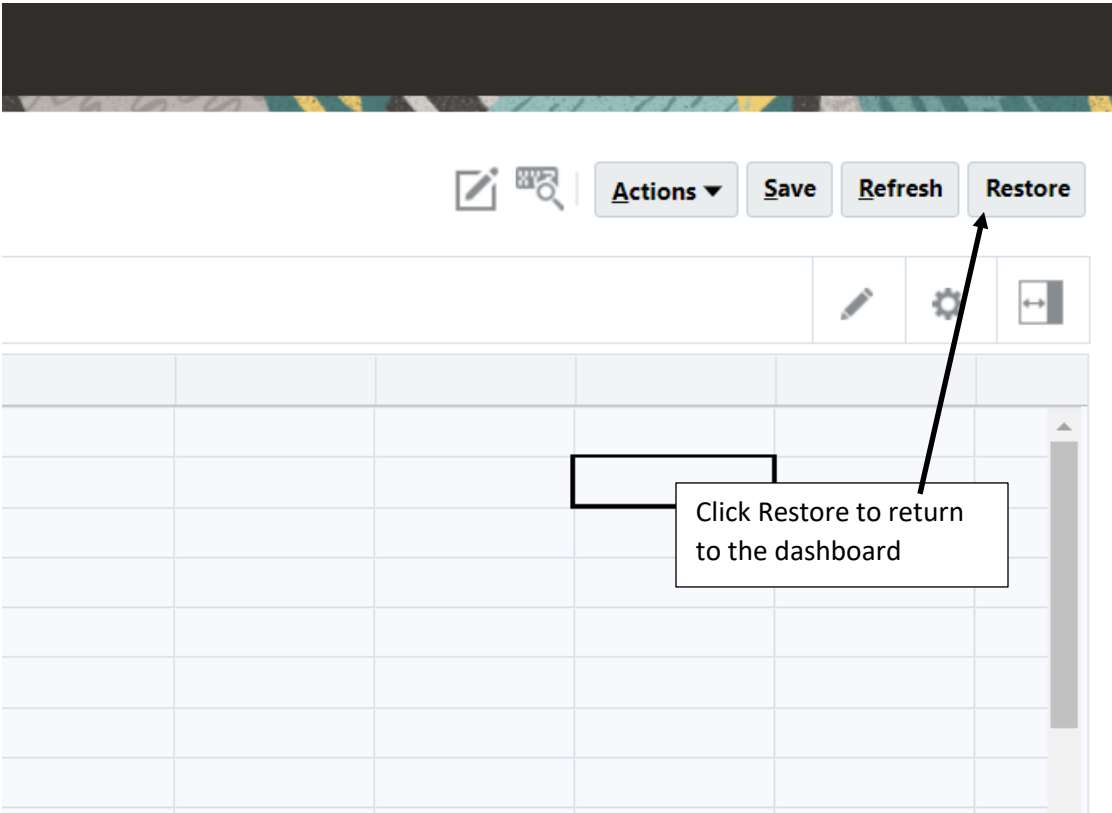
The data is saved to the database and the form is updated to display the entry cells with a white background:

Budget
Development

BD - PRP - CHR - Change Header i

Period Input	Version Agency Working	Agency 414-Education, Department of	Years FY 2023	Scenario Budget	Program Agricultural Education
		Request2			
Request Caption Input					
Request Change Type	Workload Adjustment				
Counties	Baker County				
Request Comments	This is a comment.				

To return to the dashboard select Restore:



Update Change Request Fund Distribution

Use full screen mode to enter data in the Change Request Fund Distribution form using the Maximize menu item:

Total_SubProgram	State Funds	All_FundCode	Base I FundCode_Num
	Federal Funds	All_FundCode	
	Other Funds Group	All_FundCode	
	Total_Funds		
[-- STATE FUNDS --]	.		
1560101-Extended Day/Year	State General Funds	No_FundCode	
1560102-Youth Camps	State General Funds	No_FundCode	

Enter data in the Request2 column:

Total_SubProgram	State Funds	All_FundCode	Base Budget		Request2	Total Changes	
			FundCode_Numbr	Purpose/Descripti	No_Account	No_Account	Other Change Requests
	Federal Funds	All_FundCode					
	Other Funds Group	All_FundCode					
	Total_Funds	All_FundCode					
[-- STATE FUNDS --]	.	.					
1560101-Extended Day/Year	State General Funds	No_FundCode					
1560102-Youth Camps	State General Funds	No_FundCode					
1560103-Young Farmers	State General Funds	No_FundCode					
1560106-Area Teacher Program	State General Funds	No_FundCode					
1560108-Agriculture Education Administration	State General Funds	No_FundCode					
[-- FEDERAL FUNDS --]	.	.					
1560108-Agriculture Education Administration	99.999 - Federal Funds Not Itemized	FundCode_1	1322X	Voc-Ed Leadership	173770		173770
		FundCode_2	1319x	Perkins Admin	309003		309003

Enter the data in the data entry column and select Save. To return to the dashboard select Restore.

Add Amount

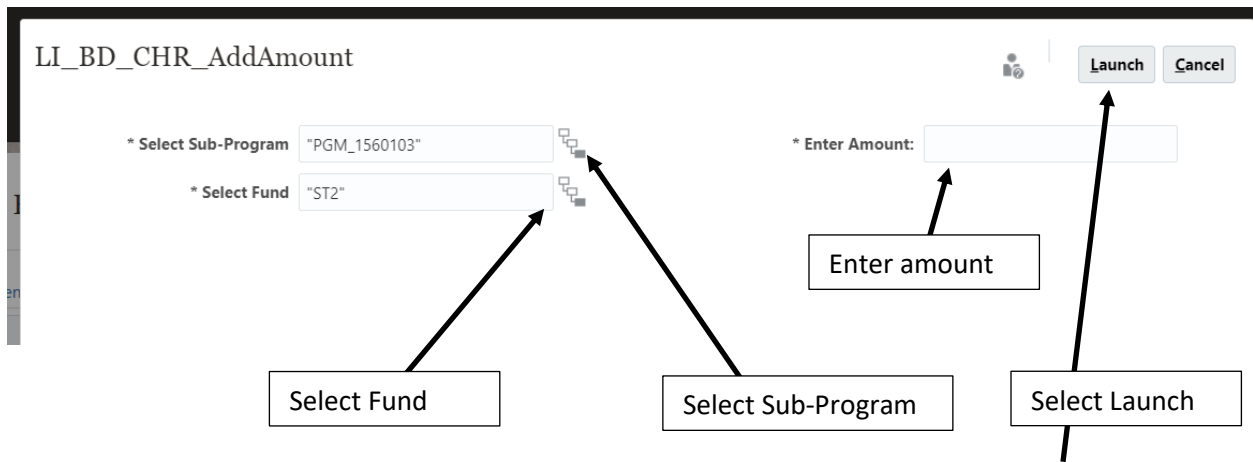
If you need to enter data for a Fund or Program that is not displayed on the form you can add a row to the form using the Add Amount menu item.

To add new rows to the form, select the Add Amount menu item. Right click on the Sub-Program to display the menu items:

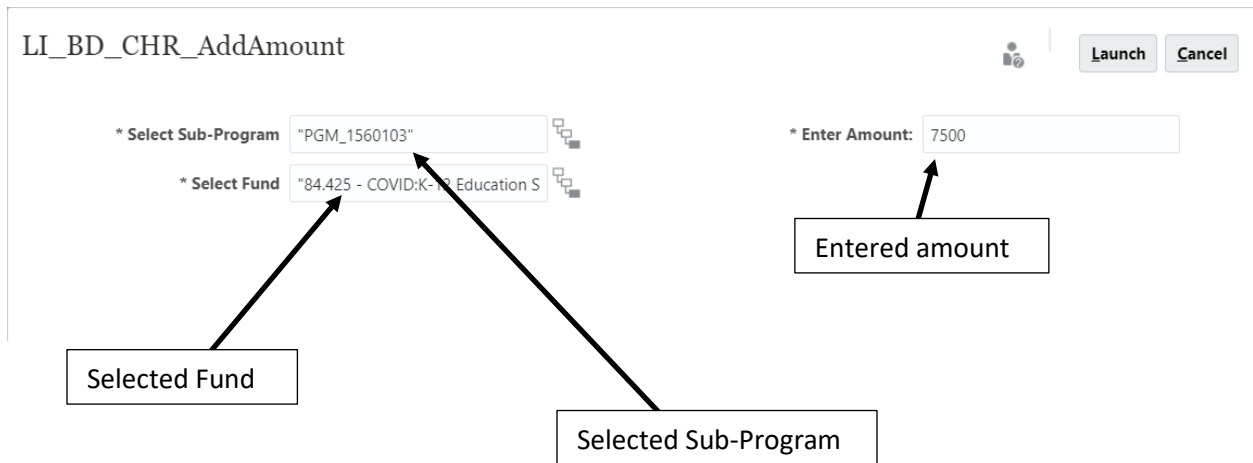
The screenshot displays the 'Planning and Budgeting Cloud: SOGPLAN' interface. The main title is 'BD - PRP - CHR - Change Fund Distribution'. The interface shows a table with columns for Version, Agency, Years, Scenario, Program, and FundCode. A context menu is open over the table, listing options: Add Amount, Edit, Adjust, Supporting Detail, Change History, Lock/Unlock Cells, Filter, Sort, and Show member in outline. The 'Add Amount' option is highlighted. The table data includes rows for 'Total_SubProgram', '[-- STATE FUNDS --]', and various programs like '1560101-Extended Day', '1560102-Youth Camps', '1560103-Young Farmer', '1560106-Area Teacher Program', and '1560108-Agriculture Education Administration'. The 'FundCode' column shows values like 'All_FundCode' and 'No_FundCode'. At the bottom, there are navigation links: 'Select Cut Off Amendment', 'Enter Program Change Requests', 'Review Status - By Stage', and 'Review Budget'.

Version	Agency	Years	Scenario	Program	FundCode
Agency Working	414-Education, Department of	FY 2023	Budget	Agricultural Education	
Total_SubProgram					All_FundCode
[-- STATE FUNDS --]					
1560101-Extended Day			State General Funds		No_FundCode
1560102-Youth Camps			State General Funds		No_FundCode
1560103-Young Farmer			State General Funds		No_FundCode
1560106-Area Teacher Program			State General Funds		No_FundCode
1560108-Agriculture Education Administration			State General Funds		No_FundCode

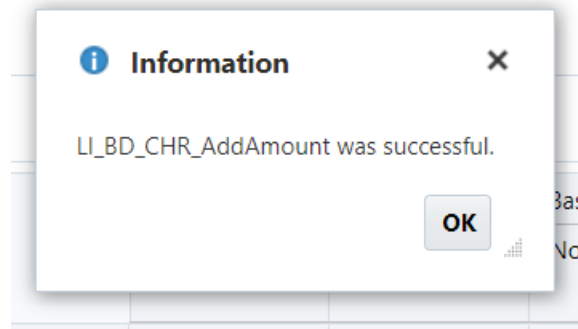
The LI_BD_CHR_AddAmount selection window is displayed:



Using the member select button select the Sub-Program and Fund to add to the form. Enter the amount in the Enter Amount field and select Launch:



The Add Amount information conformation window will be displayed:



Select OK. The new row will be added to the form. Select Refresh to update the form and display the new row:

The screenshot shows the 'Planning and Budgeting Cloud: SOGPLAN' interface. The main window title is 'BD - PRP - CHR - Change Fund Distribution'. Below the title is a table with columns for Version, Agency, Years, Scenario, and Program. The table data is as follows:

					Base Budget	Base Budget	Request2	Other Change Requests	Total Changes
					FundCode_Numb	Purpose/Descripti	No_Account	No_Account	No_Account
1560103-Young Farmers	State General Funds		No_FundCode		3709019				3709019
1560106-Area Teacher Program	State General Funds		No_FundCode				1339408		1339408
1560108-Agriculture Education Administration	State General Funds		No_FundCode				1019525		1019525
[-- FEDERAL FUNDS --]									
1560103-Young Farmers	84.425 - COVID-K-12 Education Stabilization Fund - D		FundCode_1				7500	0	7500
1560108-Agriculture Education Administration	84.425 - Federal Funds Not Itemized		FundCode_1	1322X	Voc-Ed Leadership	173770			173770
			FundCode_2	1319x	Perkins Admin	309003			309003
[-- OTHER FUNDS --]									
1560101-Extended Day/Year	02 - Other Funds - Not Specifically Identified		FundCode_1	4059X		3060587			3060587

New row added

To return to the dashboard select Restore.

Workflow

Workflow is used to submit your changes to the next version. To submit the changes, Right click on the Program Changes Status form:

The screenshot shows the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are tabs for 'Budget Development' and 'Budget Management'. Below these, there are filters for 'Version', 'Agency', 'Years', and 'Scenario'. The main area is divided into several sections: 'Agency Working Status & Workflow', 'Program Changes List', 'Change Request Header', and 'Change Request Fund Distribution'. The 'Program Changes List' section contains a table with columns for 'Status', 'Submitted Date', 'Submitted Comments', 'Un-Submitted Date', and 'Un-Su'. A callout box with the text 'Right click on the Program Changes Status form' points to the 'Submitted Comments' column of the table.

Status	Submitted Date	Submitted Comments	Un-Submitted Date	Un-Su

The Menu Item list is displayed:

The screenshot shows a context menu with the following items: 'Workflow', 'Edit', 'Adjust', 'Supporting Detail', 'Change History', 'Lock/Unlock Cells', 'Filter', 'Sort', and 'Show member in outline'. A callout box with the text 'Menu Item List' points to the menu.

- Workflow
- Edit
- Adjust
- Supporting Detail
- Change History
- Lock/Unlock Cells
- Filter
- Sort
- Show member in outline

Click Workflow/Submit All:

The screenshot shows the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top right, it says 'Budget Development'. Below the header, there are filters for 'Version' (Agency Working), 'Agency' (414-Education, Department), 'Years' (FY 2023), and 'Scenario' (Budget). The main section is titled 'Agency Working Status & Workflow'. It contains a table with columns for 'Status', 'Submitted Date', 'Submitted Comments', and 'Un-Submitted Date'. A 'Program Changes' menu is open, showing options like 'Workflow', 'Edit', 'Adjust', 'Supporting Detail', 'Change History', 'Lock/Unlock Cells', 'Filter', 'Sort', and 'Show member in outline'. The 'Workflow' option is highlighted, and a 'Submit All' button is visible next to it. A 'Submit All' callout box points to the button in the table. The table rows include 'Agricultural Education', 'Business and Finance', 'Central Office', 'Charter Schools', and 'Chief Turnaround Officer', with columns for 'Base Budget', 'Request1', and 'Request2'.

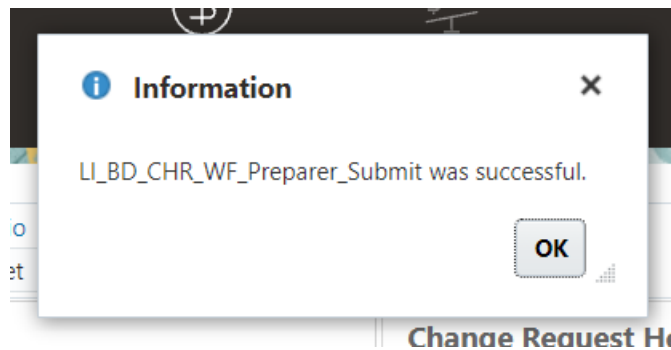
Workflow

Submit All

The LI_BD_CHR_WF_Preparer_Submit window is displayed. Enter comments and select Launch:



The Submit successful information window will be displayed. Click OK.



The BD – PRP – CHR – Workflow form will be updated:

planning-test1422012.pbc.us2.oraclecloud.com/11typeform/financing/tables/structureform/11/1153/structure/bd_dutid/state=732x1p/mi_boc_

Apps New Tab chrome-extension/... General (GNC Cons... Personal Arlington Chester IDOT EPBCS Test Login-Binance.com MMA

Planning and Budgeting Cloud: SOGPLAN

Budget Development Budget Management

BD - PRP - CHR - Workflow ⓘ

Status	Submitted Date	Submitted Comments	Un-Submitted Date	Un-Submitted Comments
Submitted	10/9/21			

Review Status – by Stage

The Review Status – by Stage form displays the approval status for each Agency by version:

The screenshot shows the 'Approval Status By Stage' form in the Planning and Budgeting Cloud. The form is for the 'Budget' scenario and 'FY 2023' years. It displays a table with columns for Agency, Status, Submitted Date, and Un-Submitted Date, grouped by stage: Agency Working, Agency Request, and OPB Working.

	Agency Working			Agency Request			OPB Working		
	Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date
142-Georgia General Obligation Debt Sinking Fund	Submitted	9/10/21		InProgress	9/10/21				
402-Agriculture, Department of	Submitted	9/7/21	9/2/21	Submitted	9/7/21		InProgress	9/7/21	
926-Georgia Agricultural Exposition Authority	Submitted	9/7/21	9/7/21	Submitted	9/7/21		InProgress	9/7/21	
480-State Soil and Water Conservation Commission	Submitted	9/7/21	9/7/21	Submitted	9/20/21		InProgress	9/20/21	
914-Georgia Development Authority	Submitted	9/14/21	9/14/21	InProgress	9/14/21				
403-Administrative Services, Department of	Submitted	9/1/21		InProgress	9/1/21				
202-Administrative Hearings, Office of State	Submitted	9/2/21		InProgress	9/2/21				
992-Georgia Aviation Authority	Submitted	9/1/21		InProgress	9/1/21				
980-Georgia Technology Authority	Submitted	9/1/21		InProgress	9/1/21				
486-Office of the State Treasurer	Submitted	9/23/21		InProgress	9/23/21				

Review Budget

The Review Budget dashboard allows you to review the budget status for each Program by Agency. The Program Changes List is the Master form and controls the data that is displayed on the other forms using Apply Context:

Program Changes List

Program	Request Sequence	No_Fund	Request
Agricultural Education	Base Budget		
Business and Finance Administration	Base Budget		
Central Office	Base Budget		
Charter Schools	Base Budget		
Chief Turnaround Officer	Base Budget		
Communities in Schools	Base Budget		
Curriculum Development	Base Budget		
Federal Programs	Base Budget		
Georgia Network for Educational and Therapeutic Support (GNETS)	Base Budget		
Georgia Virtual School	Base Budget		
Grants for Career, Technical and Agricultural Education, and Technology	Base Budget		
Information Technology Services	Base Budget		
Non Quality Basic Education Formula Grants	Base Budget		
Request1			Sparsity Grants

Change Request Header

Central Office

Request Caption Input: Base Budget

Request Change Type: Program : Central Office

Change Request Fund Dis

Central Office

Program Summary

Category	State Funds	Federal and Other Funds	Total_F
Base Budget	4191667	24960444	

Change Request Fund Dis (Detailed)

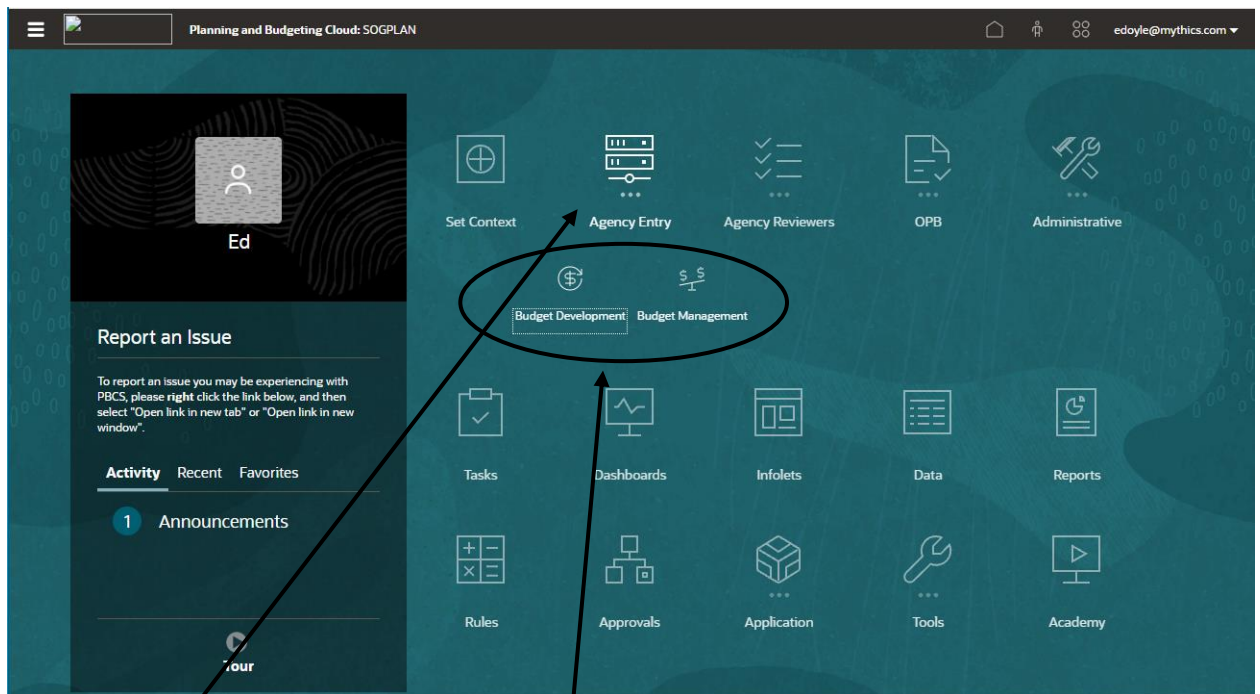
Total_SubProgram	State Funds	All_FundCode	Base Budget
	Federal Funds	All_FundCode	
	Other Funds Group	All_FundCode	
	Total_Funds	All_FundCode	
[-- STATE FUNDS --]	-	-	
1560401-Central Operations Admin	State General Funds	No_FundCode	
1560412-Special Education Admin	State General Funds	No_FundCode	
1560421-Chief Turnaround Office	State General Funds	No_FundCode	
[-- FEDERAL FUNDS --]	-	-	

Navigation: Select Cut Off Amendment | Enter Program Change Requests | Review Status - By Stage | **Review Budget**

KPI Entry

Log into the system – Refer to the [Login to Oracle Planning and Budgeting Cloud Service \(EPBCS\)](#) above.

Click on the Agency Entry Cluster:



Agency Entry Cluster

Agency Entry Cluster Cards:
Budget Development and
Budget Management

Click on Budget Development. The Budget Development navigation flows are displayed:

The screenshot displays the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. Below this, a header section contains fields for 'Scenario' (Budget_KPI), 'Years' (FY 2023), 'Version' (Agency Working), and 'Agency' (142-Georgia General Oblig.). A 'KPI Workflow Status' section is visible, with tabs for 'Submitted', 'Submitted Comments', 'Un-Submitted', and 'Un-Submitted Comments'. Below this is an 'Agency KPIs' table with columns for 'Measure Category', 'Measure Type', 'Description', and fiscal years 'FY 2017 Actual', 'FY 2018 Actual', 'FY 2019 Actual', and 'FY 2020 Actual'. The table currently shows 'There are no valid rows of data for this form.' At the bottom, there are navigation links for 'Enter Program KPIs' and 'Review Status - By Stage'.

Click on the Program KPIs icon. The Program KPI navigation flow is displayed:

Planning and Budgeting Cloud: SOGPLAN

Budget Development Budget Management

Scenario: Budget_KPI, Years: FY 2023, Version: Agency Working, Agency: 414-Education, Department: [dropdown]

KPI Workflow Status

Status	Submitted Date	Submitted Comments	Un-Submitted Date	Un-Submitted Comments		
Agency KPIs						
Measure Category	Measure Type	Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	
Agricultural Education	KPI1	Performance Number	Grades 6-12 student enrollment in Extended Day/Year programs	43,559	73,674	
	KPI2	Performance Number	Number of schools providing Extended Day/Year programs	329	344	
	KPI3	Performance Percentage	Percentage of agriculture teachers meeting all required Extended Day/Year program standards	98%	98%	
	KPI4	Performance Number	Average number of monthly Extended Day contact	41	42	
	KPI5	Performance Number		355	357	

[Enter Program KPIs](#) [Review Status - By Stage](#)

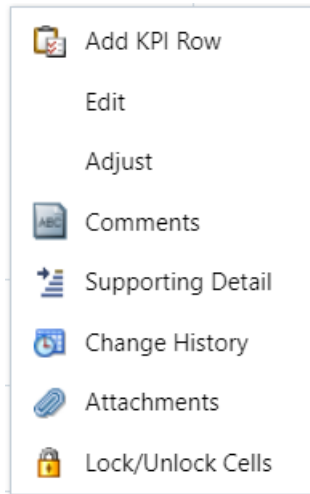
Program KPIs icon

Ensure Enter Program KPIs is selected

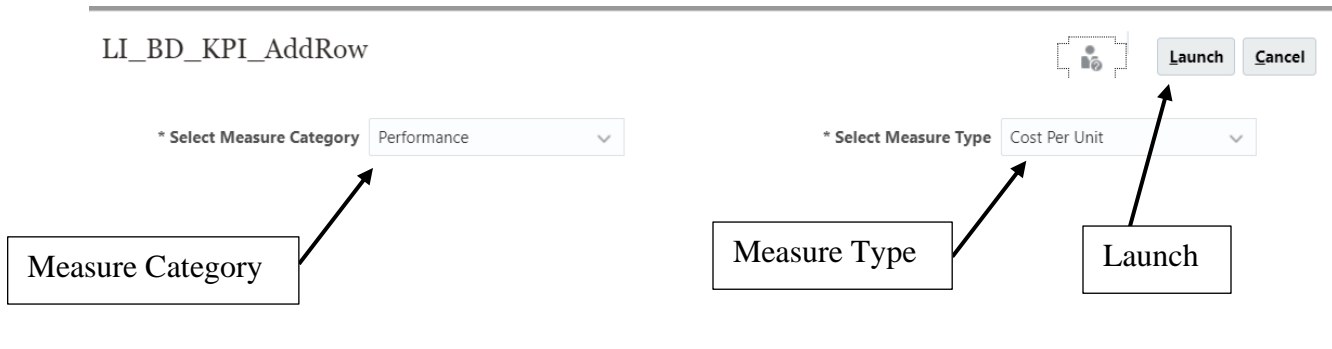
Set the POV to the Agency - [Set the Point of View](#)

Add New KPI

To Add a new KPI, right click on the form. The Menu items window will be displayed:



Select Add KPI row. The LI_BD_KPI_AddRow window is displayed:



Using the drop down box select the Measure Category and the Measure Type. Select Launch.

The new KPI row will be added.

After setting the POV you can enter data into the form. After entering the data click Save. The data will be saved to the database.

Budget Development
Budget Management

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💾
↺

Submitted Date

Un-Submitted Comments

Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual
Grades 6-12 student enrollment in Extended Day/Year programs	43,559	73,674	
Number of schools providing Extended Day/Year programs	329	344	
Percentage of agriculture teachers meeting all required Extended Day/Year program standards	98%	98%	
Average number of monthly Extended Day contact hours reported	41	42	
Average number of Extended Year contact hours reported	355	357	
Percentage of performance standards met on the Area teacher program work evaluation	100%	100%	

⚙️
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Save

KPI Workflow

Workflow is used to submit your changes to the next version. To submit the changes, Right click on the KPI Workflow Status form:

Status	Submitted Date	Submitted Comments	Un-Submitted Date	Un-Submitted Comments		
Agency KPIs						
Measure Category	Measure Type	Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	
Agricultural Education	KPI1	Performance	Number	Grades 6-12 student enrollment in Extended Day/Year programs	43,559	73,674
	KPI2	Performance	Number	Number of schools providing Extended Day/Year programs	329	344
	KPI3	Performance	Percentage	Percentage of agriculture teachers meeting all required Extended Day/Year program standards	98%	98%
	KPI4	Performance	Number	Average number of monthly Extended Day contact hours reported	41	42
	KPI5	Performance	Number	Average number of Extended Year contact hours reported	355	357
	KPI6	Performance	Percentage	Percentage of performance standards met on the Area Teacher program work evaluation	100%	100%
	KPI7	Performance	Percentage	Percentage of classroom agriculture teachers meeting	97%	98%

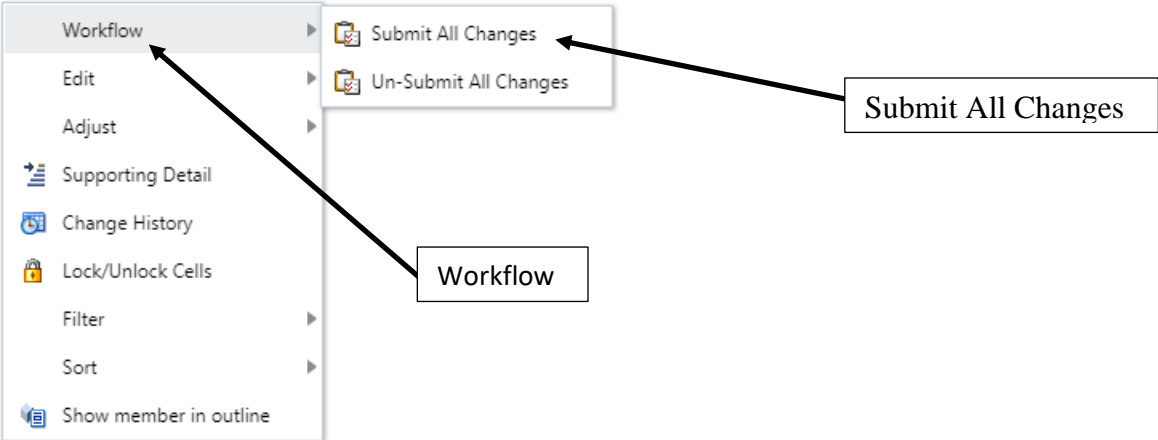
Right click on the KPI Workflow Status form

The Menu Item list is displayed:

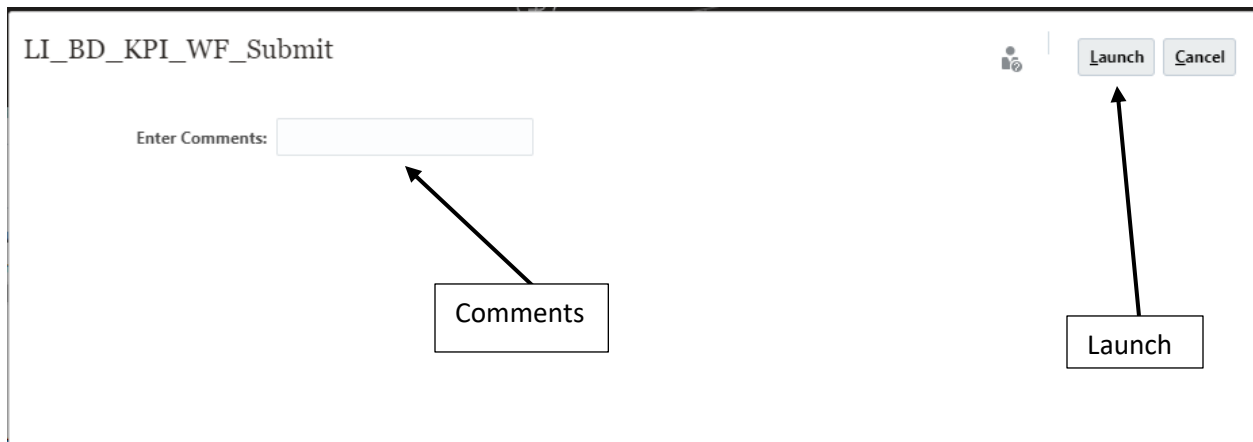
- Workflow
- Edit
- Adjust
- Supporting Detail
- Change History
- Lock/Unlock Cells
- Filter
- Sort
- Show member in outline

Menu Item List

Click Workflow/Submit All Changes:



The LI_BD_KPI_WF_Submit window is displayed:



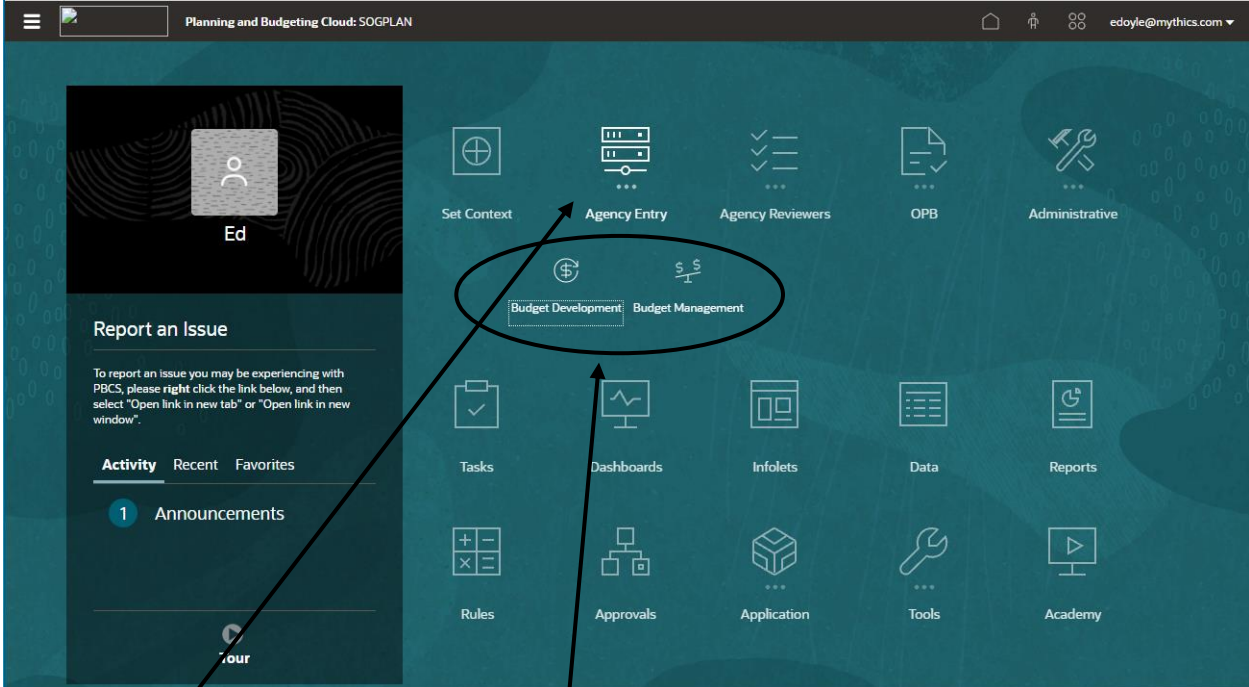
Enter Comments and click Launch.

Click Ok – the changes were submitted.

BD – Capital Requests

Log into the system – Refer to the [Login to Oracle Planning and Budgeting Cloud Service \(PBCS\)](#) above.

Click on the Agency Entry Cluster, the Agency Entry cards are displayed:



The screenshot displays the Oracle Planning and Budgeting Cloud Service (PBCS) dashboard. The top navigation bar includes the title "Planning and Budgeting Cloud: SOGPLAN" and the user's email "edoyle@mythics.com". The main dashboard area is divided into several sections:

- Left Sidebar:** Contains a user profile for "Ed", a "Report an Issue" section, and an "Activity" section with "1 Announcements".
- Main Dashboard:** A grid of application cards. The "Agency Entry" card is highlighted with a black oval. Below it, two cards are circled in black: "Budget Development" and "Budget Management".
- Other Cards:** "Set Context", "Agency Reviewers", "OPB", "Administrative", "Tasks", "Dashboards", "Infolets", "Data", "Reports", "Rules", "Approvals", "Application", "Tools", and "Academy".

Two callout boxes with arrows point to the highlighted elements:

- A box labeled "Agency Entry Cluster" points to the "Agency Entry" card.
- A box labeled "Agency Entry Cluster Cards: Budget Development and Budget Management" points to the "Budget Development" and "Budget Management" cards.

Click on Budget Development. The Budget Development navigation flows are displayed:

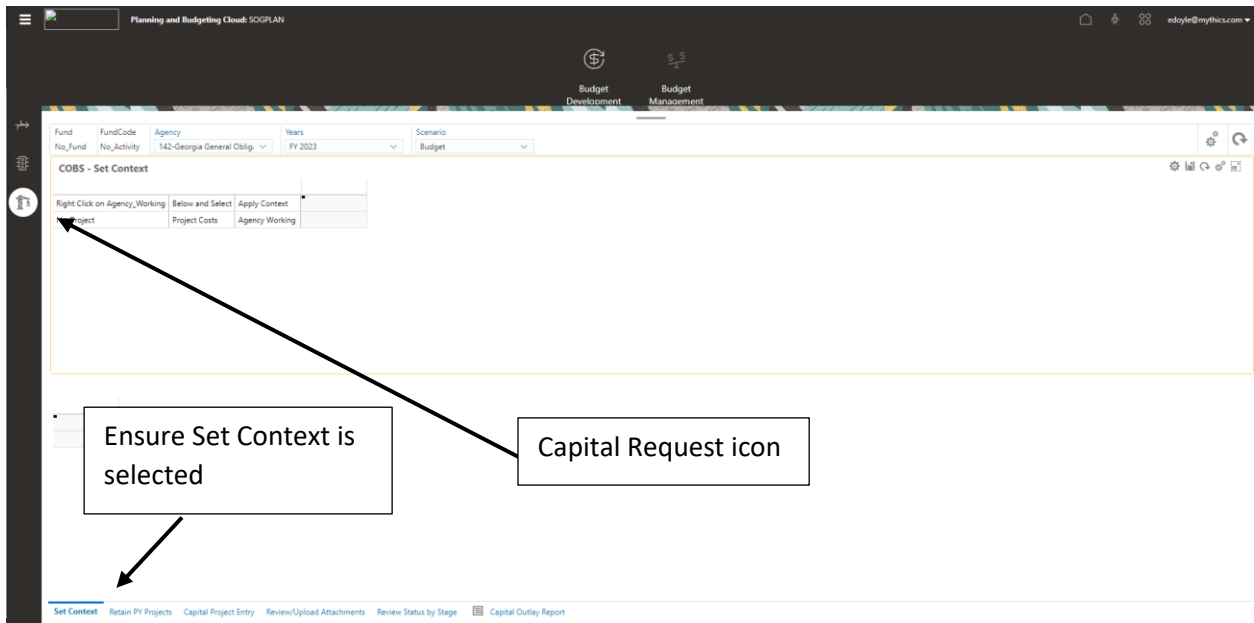
BD - PRP - CHR - Select CutOff and Review

Period Input: Agency 143-Georgia General Obligation Debt Sinking Fund

		FY 2022		FY 2022		FY 2022		FY 2023		
		Budget_Amendment	Budget_Amendment	AFY Budget	Budget					
		ACB_Amendment Final	ACB_Amendment Final	Agency Working	Agency Working					
		Annual Operating Budget	New Total	CutOff Amendment	Base Budget	Base Budget				
No_Program	No_SubProgram	Cutoff-Amendment Information		Amendment 3	Amendment 3					
Total_Program	Total_SubProgram	State Funds	1193825076	1193825076	1193825076	1193825076				
		Federal Funds	0	0	0	0				
		Federal Recovery Funds	17974559	17974559	17974559	17974559				
GO Bonds Issued	4810401-GO Bonds Issued	State Funds	944543197	944543197	944543197	944543197				
		Federal Funds	0	0	0	0				
		Federal Recovery Funds	17974559	17974559	17974559	17974559				
	4810402 - Road and Bridge Projects Issue	State Funds	146588423	146588423	146588423	146588423				
GO Bonds New	4810501-GO Bonds New	State Funds	102693456	102693456	102693456	102693456				

Select Cut Off Amendment | Enter Program Change Requests | Review Status - By Stage | Review Approved Budget

Click on the Capital Requests icon. The Capital Requests navigation flow is displayed:



Set Context

Set the Context – (right click on Apply Context) See [Apply Context](#)

The Context will be set but there will be no conformation displayed.

Retain PY Projects

Select the Retain PY Projects dashboard:

The screenshot displays the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. Below this, a filter bar shows 'Period: Input', 'Scenario: Budget', 'Years: FY22', and 'Agency: 143-Georgia General Oblig'. The main content area is divided into three sections: 'Prior Year Projects', 'Selected Project Details', and 'Selected Project Funding'. The 'Prior Year Projects' section contains a table with columns for Project Number, Project Title, Project Costs, Agency Priority, Institution Name, Location of Project (City), and Location - Project (County). The 'Selected Project Details' section shows details for 'Project 002', including Project Report Caption and Project Justification. The 'Selected Project Funding' section shows a table for 'Project 002' with columns for Activity Title and Project Costs, listing activities 01 through 05 and summary rows for Total State Funds, Non-State Funds, and Total Funds Needed. A callout box with the text 'Select Retain PY Projects' and an arrow points to the 'Retain PY Projects' tab in the bottom navigation bar. The bottom navigation bar also includes 'Set Context', 'Capital Project Entry', 'Review/Upload Attachments', 'Review Status by Stage', and 'Capital Outlay Report'.

Project Number	Project Title	Project Costs	Agency Priority	Institution Name	Location of Project (City)	Location - Project (County)
Project 001						
Project 002						
Project 003						
Project 004						
Project 005						
Project 006						
Project 007						
Project 008						
Project 009						
Project 010						

Project 002	Project Report Caption	Project Justification
Project 002		

Activity	Project 002 Activity Title	Project 002 Project Costs
Activity 01		
Activity 02		
Activity 03		
Activity 04		
Activity 05		
Total State Funds		
Non-State Funds		
Total Funds Needed		

Select Retain PY Projects

Set Context | **Retain PY Projects** | Capital Project Entry | Review/Upload Attachments | Review Status by Stage | Capital Outlay Report

Right click on the Project that you want to retain and click Apply Context. The Project details will be displayed on the forms to the right.

The screenshot shows the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are navigation icons and tabs for 'Budget Development' and 'Budget Management'. Below this is a filter bar with fields for 'Period Input', 'Scenario Budget', 'Years FY22', and 'Agency' (set to '414-Education, Departme'). A tooltip for the Agency field shows 'Agency : 414-Education, Department of'. The main area contains a table titled 'Prior Year Projects' with columns for Project Number, Project Title, Project Costs, Agency Priority, and Institution Name. The table lists 11 projects, with Project 002 highlighted. A callout box with an arrow pointing to Project 002 contains the text: 'Right click on the Project you want to retain and Apply Context'. At the bottom, there is a navigation bar with buttons for 'Set Context', 'Retain PY Projects', 'Capital Project Entry', 'Review/Upload Attachments', 'Review Status by Stage', and 'Capital Outlay Report'.

Project Number	Project Title	Project Costs	Agency Priority	Institution Name
Project 001	41420220003402 Capital Outlay Project -LOW WEALTH	9000000	1	NA
Project 002	41420220003802 Capital Outlay Project- REGULAR	106235000		NA
Project 003	41420220003902 Capital Outlay Project -LOW WEALTH	9000000	2	NA
Project 004	41420220004002 Capital Outlay Project -LOW WEALTH	9000000	3	NA
Project 005	41420220004102 Capital Outlay Project -LOW WEALTH	0	4	NA
Project 006	41420220004202 School Bus Alternative Fuel Funds	2000000	5	NA
Project 007	41420220004302 School Bus Safety and Security Funds	0	6	NA
Project 008	41420220004402 Vocational Equipment	10165000	7	NA
Project 009	41420220004502 FFA/FCCLA Center and Camp John Hope	0	8	FFA/FCCLA Center and Ca Hope
Project 010	41420220004602 State Schools	3000000	9	NA
Project 011	41420220004702 Purchase Agricultural Educational Equipment	2260000		NA

The Selected Project Details and Selected Project Funding context is set to the selected Project:



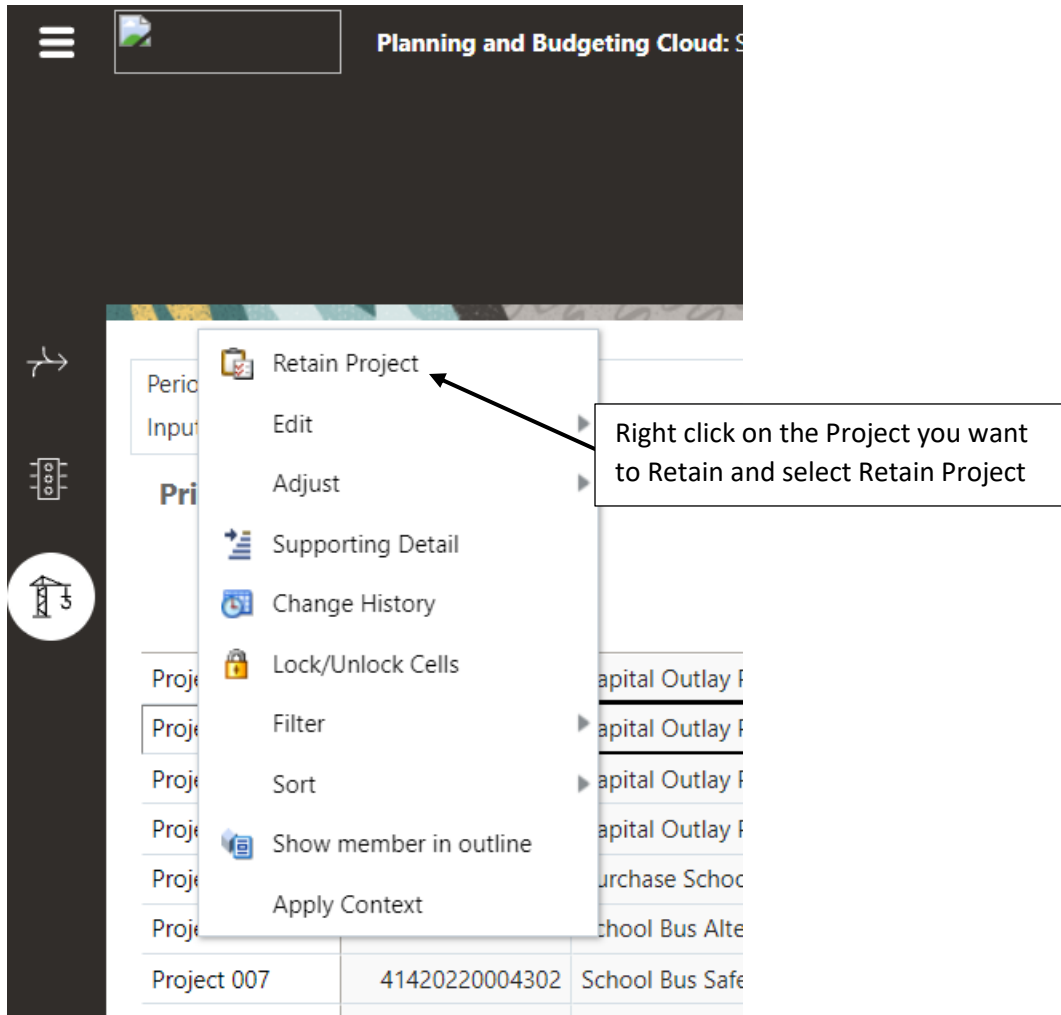
Selected Project Details		
Project Name	Project Report Caption	
Project 002	Capital Outlay Program- Regular for local school construction, statewide	

Selected Project Funding		
Activity	Project 002 Activity Title	Project 002 Project Costs
Activity 01	Capital Outlay Program-Regular, for local school	106235000
Activity 02		
Activity 03		
Activity 04		
Activity 05		
Total Funds Needed		106235000
Non-State Funds		
Total State Funds		106235000

The context is set to Project 002

port

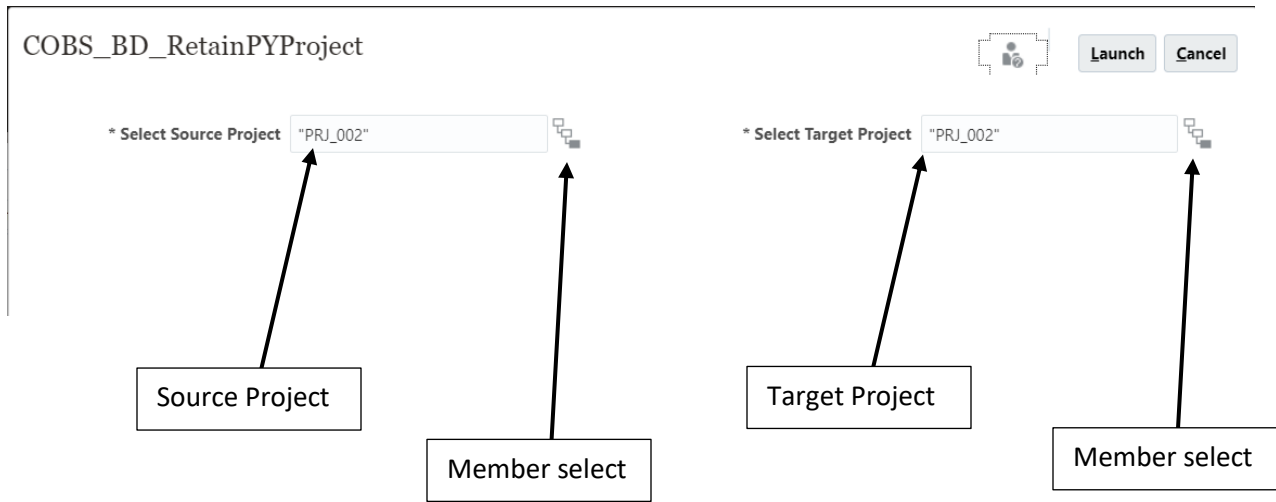
After reviewing the data, right click on the Project and select Retain Project:



The screenshot shows the 'Planning and Budgeting Cloud' interface. A context menu is open over a project entry in a table. The menu options are: Retain Project (highlighted with an arrow), Edit, Adjust, Supporting Detail, Change History, Lock/Unlock Cells, Filter, Sort, Show member in outline, and Apply Context. A callout box with an arrow pointing to the 'Retain Project' option contains the text: 'Right click on the Project you want to Retain and select Retain Project'.

Project 007	41420220004302	School Bus Safe
-------------	----------------	-----------------

The COBS_BD_RetainPYProject window is displayed. The Source Project and Target Project will be pre-populated based on the Project that was used to open the Retain PY Project window. You can change the Source and Target projects using the member select icon:



After selecting the Source and Target projects, select Launch. The Prior Year Source project will be copied to the Current Year Target project. The information conformation window will be displayed. Click OK.

Capital Project Entry

The Capital Project Entry dashboard is used to enter data for the current year's Capital Projects. Select the Capital Project Entry tab. The Capital Project Entry dashboard is displayed. Set the POV to the current year:

Set POV to current year

Capital Project Entry tab

Projects that were retained from the prior year will be displayed

Project Number	Project Title	Project Costs	Agency Priority	Institution Name
Project 001	414202300001 Test Project 002	400000	1	Institution
Project 002	41420220003802 Capital Outlay Project- REGULAR	106235000		NA
Project 003				
Project 004				
Project 005				
Project 006				
Project 007				

Activity Title	Project 002 Project Costs
Activity 01	Capital Outlay Program-Regular, for local school
Activity 02	
Activity 03	
Activity 04	
Activity 05	
Total Funds Needed	106235000
Non-State Funds	
Total State Funds	106235000

Enter data for the current year Capital projects on the Current Project Listing form. Maximize the Current Project Listing form and enter the data:

The screenshot shows the 'Current Project Listing' form in a standard view. A callout box with an arrow pointing to the maximize icon in the top right corner of the table area contains the text: "Maximize the form to enter full screen mode".

Project	Project Number	Project Title	Project Costs	Agency Priority	Institution Name
Project 001	414202300001	Test Project 002	400000		
Project 002	41420220003802	Capital Outlay Project- REGULAR	106235000		
Project 003					
Project 004					
Project 005					
Project 006					
Project 007					

Full screen mode:

The screenshot shows the 'Current Project Listing' form in full screen mode. The table is expanded to show more columns and rows. The table has the following data:

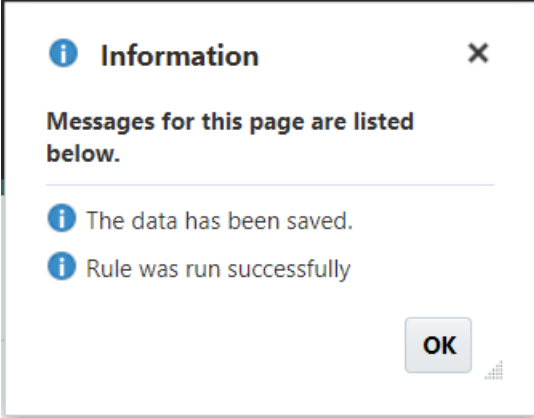
Project	Project Number	Project Title	Project Costs	Agency Priority	Institution Name	Location of Project (City)	Location of Project (County)	GSFC Project Number	Project Category
Project 001	414202300001	Test Project 002	400000	1	Institution		Applying County		Equipment - E
Project 002	41420220003802	Capital Outlay Project- REGULAR	106235000		NA	Various	Statewide	NA	New Construction - N
Project 003									
Project 004									
Project 005									
Project 006									
Project 007									
Project 008									

Data can be entered in the white cells. After the data is entered the cells will have a yellow background.

Period Input	Version	Agency	Scenario	Years						
	Agency_Working	414-Education, Department of	Budget	FY23						
Project Number	Project Title	Project Costs	Agency Priority	Institution Name	Location of Project (City)	Location of Project (County)	GSFIC Project Number	Project Category		
Project 001	414202300001 Test Project 002	400000	1	Institution		Appling County		Equipment - E		
Project 002	41420220003802 Capital Outlay Project- REGULAR	106235000		NA	Various	Statewide	NA	New Construction - N		
Project 003	Test Project 3.		3	Institution		Atkinson County	NA	Improvements and Renovations - IR		
Project 004										
Project 005										
Project 006										
Project 007										
Project 008										

Data can be entered into the white cells for Project 003. The cells with changed data will have a yellow background

Click Save. The conformation window will be displayed. Click OK:



The database will be updated and the cells will return to a white background:

BD - PRP - COBS - Project Listing

Period Input	Version Agency_Working	Agency 414-Education, Department of	Scenario Budget	Years FY23						
Project Number	Project Title	Project Costs	Agency Priority	Institution Name	Location of Project (City)	Location of Project (County)	GSFIC Project Number	Project Category		
Project 001	414202300001 Test Project 002	400000	1	Institution		Appling County		Equipment - E		
Project 002	41420220003802 Capital Outlay Project- REGULAR	106235000		NA	Various	Statewide	NA	New Construction - N		
Project 003	414202300003 Test Project 3.		3	Institution		Atkinson County	NA	Improvements and Renovations - IR		
Project 004										
Project 005										
Project 006										
Project 007										
Project 008										

Select Restore to return to the Capital Project Entry dashboard:

Selected Project Details

Project 002 | Capital Outlay Program- Regular for local school construction, statewide

Selected Project Funding

Project 002 Activity Title	Project 002 Project Costs
Activity 01	Capital Outlay Program-Regular, for local school
Activity 02	106235000
Activity 03	
Activity 04	
Activity 05	
Total Funds Needed	106235000
Non-State Funds	
Total State Funds	106235000

Capital Project Entry – Detail

After entering the Project information in the Current Project Listing form you can enter the project details. You must first Apply Context to the dashboard using the Project that you want to enter the data for. To enter detail data for Project 003, right click on Project 003 on the Current Project Listing form and Apply Context. The remaining forms context will be set to Project 003:

The screenshot shows the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. Below these, there are filters for 'Period', 'Version', 'Agency', 'Scenario', and 'Years'. The main area is divided into several sections:

- Agency Workflow:** A table with columns for 'Project Approval Status', 'Project Submission Date', 'Project Submission Comments', 'Project Un-Submission Date', and 'Project Un-Submission Comments'.
- Current Project Listing:** A table with columns for 'Institution Name', 'Location of Project (City)', 'Location of Project (County)', 'GSFIC Project Number', and 'Project Category'. Project 003 is highlighted in blue.
- Selected Project Details:** A panel on the right showing 'Project 003' and 'Project Report Caption'.
- Selected Project Funding:** A panel on the right showing 'Project 003' and 'Project Costs'.

Arrows point from Project 003 in the 'Current Project Listing' table to the 'Selected Project Details' and 'Selected Project Funding' panels. A callout box below the table contains the text: "Context set to Project 003".

Project Details

The BD – PRP – COBS – Project Details form is used to add the Project Report Caption and the Project Justification. **The Project Report Caption will be displayed on the report.**

The screenshot shows the 'BD - PRP - COBS - Project Details' form. At the top, there are navigation tabs for 'Development' and 'Management'. Below these, there are filters for 'Version', 'Agency', 'Scenario', and 'Years'. The main area is divided into two sections:

- Project Report Caption:** A text input field containing the text: "The Project Report Caption will be displayed on the report."
- Project Justification:** A text input field containing the text: "Justification"

After entering the data click Save and the database will be updated:

Version	Agency	Scenario	Years
Agency Working	414-Education, Department of	Budget	FY23

	Project Report Caption	Project Justification
Project 003	The Project Report Caption will be displayed on the report.	Justification

Click Restore to return to the dashboard.

Project Activities

Use the Selected Project Funding form to enter the Activities data. The Activity Title and Activity Cost are entered on the form:

BD - PRP - COBS - Project Activities ⓘ

Period Input	Version Agency_Working	Agency 414-Education, Department of	Scenario Budget	Years FY23	
			Project 003	Project 003	
			Activity Title	Project Costs	
Activity 01					
Activity 02					
Activity 03					
Activity 04					
Activity 05					
Total Funds Needed					
Non-State Funds					
Total State Funds					

Five Activities are available to enter data. As the Activities are used more Activities will be added.

Activity Title

Project Costs

By default, there are 5 activities available for data entry. As activities as used the system will automatically add activities so that there will be at least 3 activities available for data entry:

BD - PRP - COBS - Project Activities ⓘ

Period Input	Version	Agency	Scenario	Years		
	Agency_Working	414-Education, Department of	Budget	FY23		
		Project 003		Project 003		
		Activity Title		Project Costs		
Activity 01		Title 1		1000		
Activity 02		Title 2		1000		
Activity 03		Title 4		1000		
Activity 04						
Activity 05						
Activity 06						
Total Funds Needed				3000		
Non-State Funds						
Total State Funds				3000		

Activity 06 automatically added

Activities are used to enter the data for All Funds (State + Non-State). After entering the Activity data for All Funds, click Save. The Total Funds Needed row will be updated.

Enter the Non-State Funds as a negative number and click Save. The Total State Funds will be updated:

Selected Project Details

	Project Report Caption	
Project 003	The Project Report Caption will be displayed on the report.	Justification

Selected Project Funding

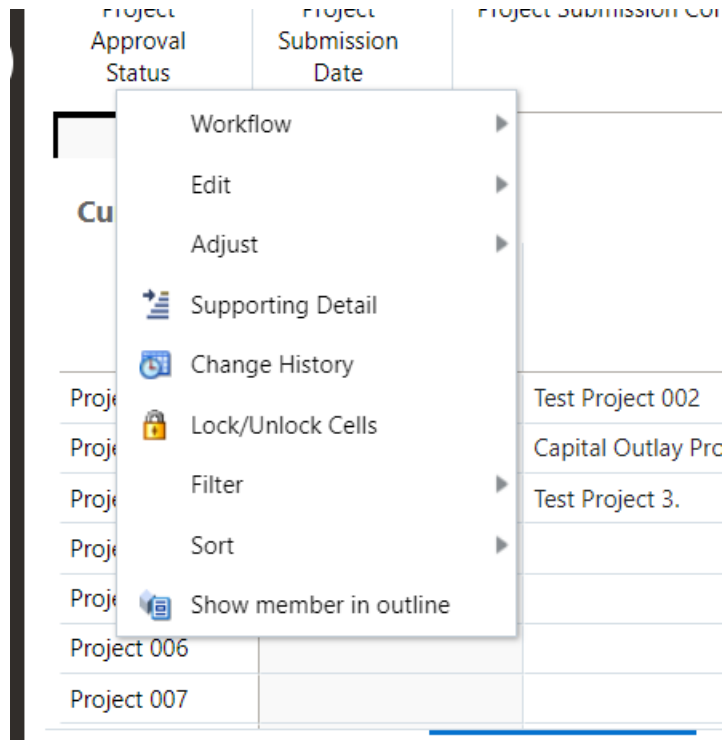
Activity Name	Project 003 Activity Title	Project 003 Project Costs
Activity 01	Title 1	1000
Activity 02	Title 2	1000
Activity 03	Title 4	1000
Activity 04		
Activity 05		
Activity 06		
Total Funds Needed		3000
Non-State Funds		-1000
Total State Funds		2000

Non-State Funds entered as a negative number

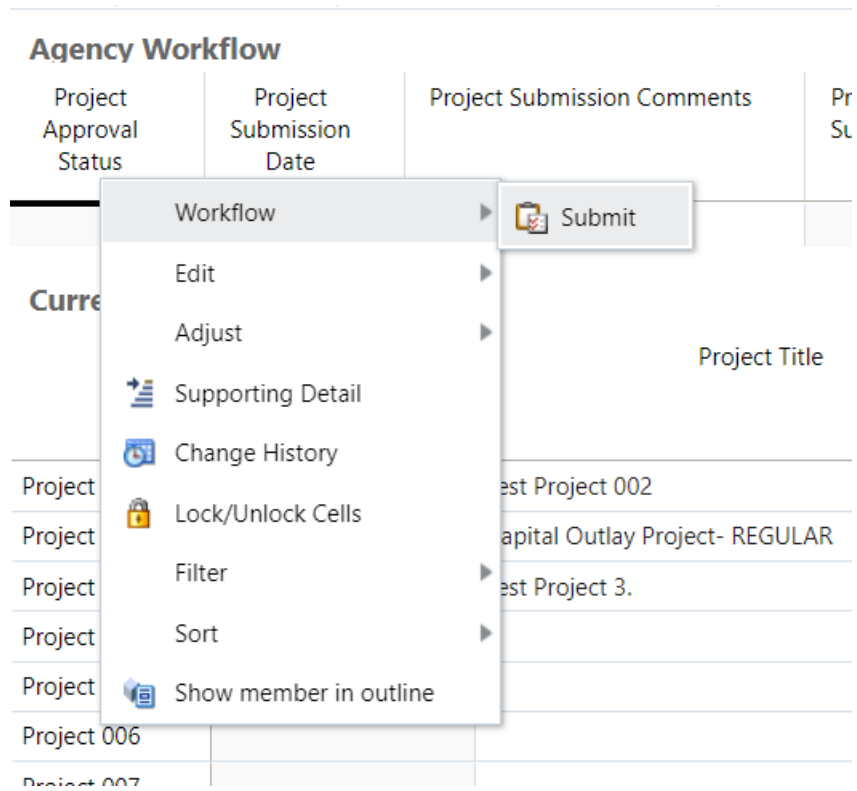
Total State Funds = Total Funds Needed + Non-State Funds

Capital Project Entry Workflow

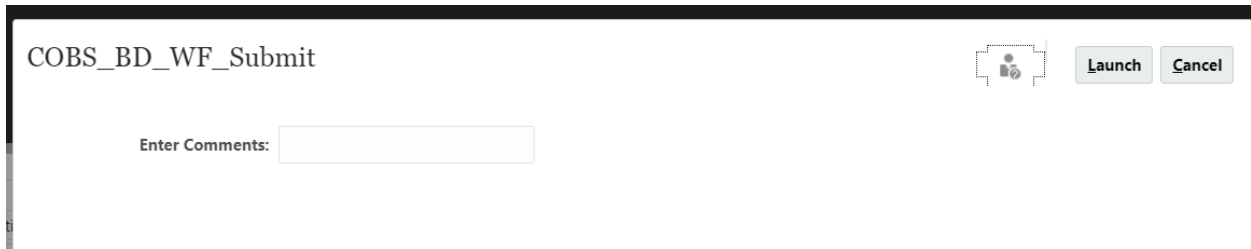
Workflow is used to submit your changes to the next version. To submit the changes, Right click on the Agency Workflow form. The menu item list is displayed:



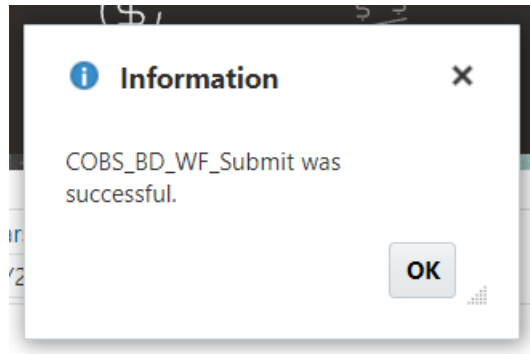
Click Workflow/Submit:



The COBS_BD_WF_Submit window is displayed. Enter the comments and select Launch:



The WF_Submit conformation window is displayed, select OK:

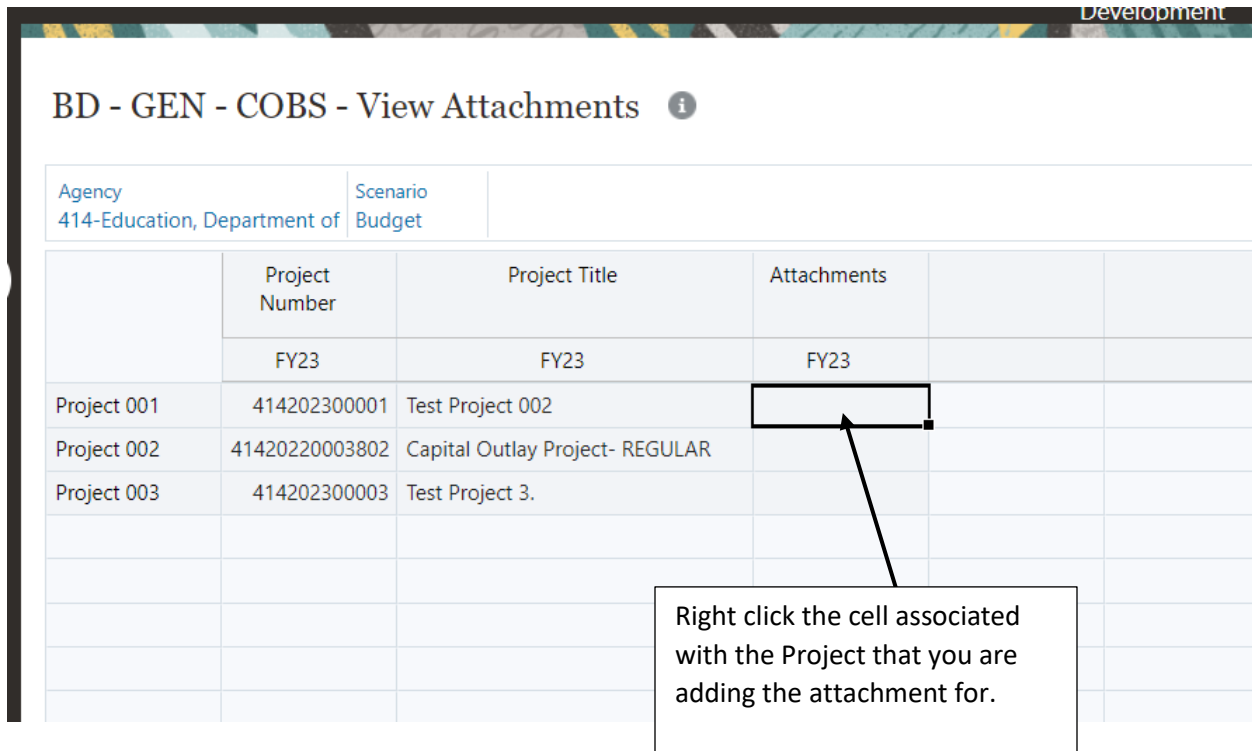


The Agency Workflow form is updated:

Period Input	Version Agency_Working	Agency 414-Education, Department of	Scenario Budget	Years FY23	
Project Approval Status	Project Submission Date	Project Submission Comments	Project Un-Submission Date	Project Un-Submission Comments	
Submitted	10/9/21				

Review/Upload Attachments

The Review/Upload Attachments form is used to Add or Remove attachments to a project. Right click the cell in the Attachments column that is associated with the Project that you want to add an attachment for:

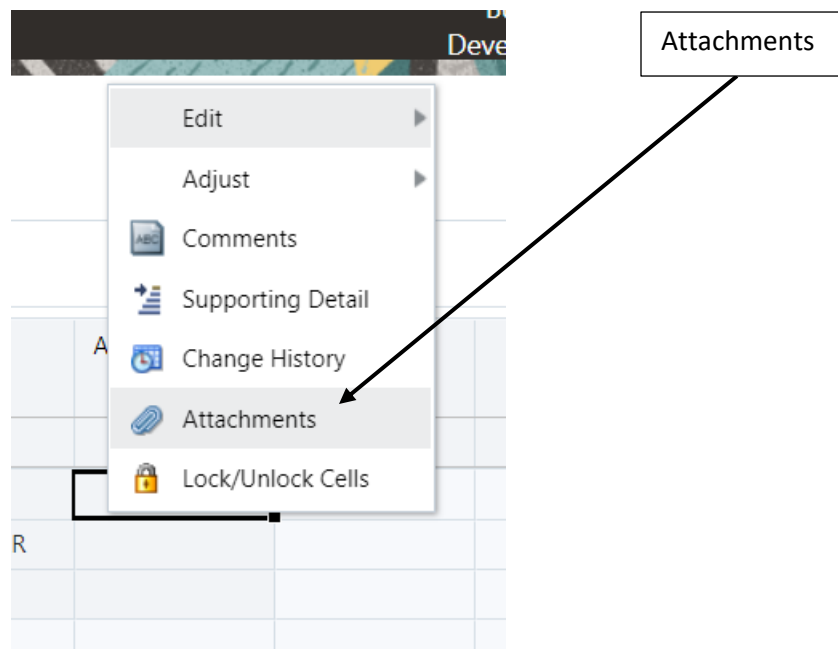


BD - GEN - COBS - View Attachments ⓘ

Agency 414-Education, Department of		Scenario Budget		
	Project Number	Project Title	Attachments	
	FY23	FY23	FY23	
Project 001	414202300001	Test Project 002		
Project 002	41420220003802	Capital Outlay Project- REGULAR		
Project 003	414202300003	Test Project 3.		

Right click the cell associated with the Project that you are adding the attachment for.

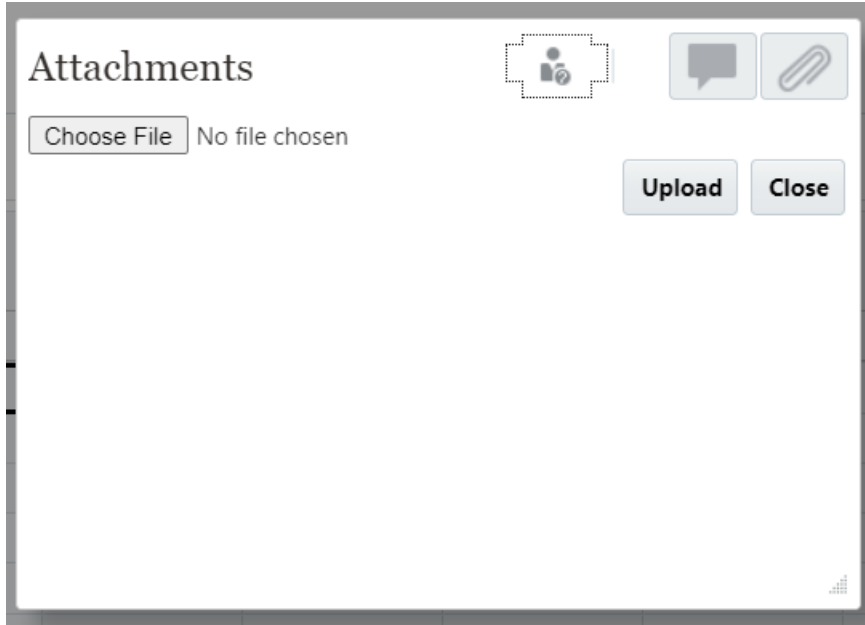
The Menu item list will be displayed. Select Attachments:



Attachments

- Edit
- Adjust
- Comments
- Supporting Detail
- Change History
- Attachments
- Lock/Unlock Cells

The upload Attachments window is displayed. Use the Choose File button to select the file to upload and select Upload. After uploading the attachments select Close.



Review Status by Stage

The Review Status by Stage form displays the status of the Capital Projects by Agency. You can also add attachments to the Agency on this form using the Right click menu item Attachments.

BM - GEN - COBS - Approval Status by Stage

Period Input	Scenario Budget	Years FY23	Agency_Working					Agency_Request					Project Approval Status	Su
			Project Approval Status	Project Submission Date	Project Submission Comments	Project Un-Submission Date	Project Un-Submission Comments	Project Approval Status	Project Submission Date	Project Submission Comments	Project Un-Submission Date	Project Un-Submission Comments		
			Submitted	9/27/21				Submitted	9/28/21				InProgress	9/2
			Submitted	10/9/21				InProgress	10/9/21					
			Submitted	10/1/21				Submitted	10/1/21				Submitted	10/
			Submitted	9/29/21				InProgress	9/29/21					
			Submitted	9/28/21				InProgress	9/28/21					
			Submitted	9/30/21	Submitted AS			Submitted	10/1/21				Submitted	10/

Capital Outlay Report

The Capital Outlay Report will show the Capital data for all of the Agencies that you have access to. Click on the Capital Outlay Report. You will be prompted to select the versions that you want displayed on the report:

The following prompt has been defined in the report. You may use the default values shown, or select other members.

Prompt	Selection	Type Report	Source
Enter Version:	Agency Working, Agency Request, OPB Working	Report	Report: NF - Capital Outlay Tracksheet
	<input type="checkbox"/> Edit Member Name		Grid: DebtSinking

Selected versions

Member select button

Select OK

Help OK Cancel Reset

The report will be displayed with the selected versions. The default format of the report is PDF. Using the Select Output drop down box you can display the report in HTML and also export the report to Excel:

NF - Capital Outlay Tracksheet

File Format: PDF

Years: FY23 | Scenario: Budget | Version: Agency Working

Select Output: PDF Preview

Select Output

FY 2023 Capital Outlay Recommendations

Agency Projects	Project Type	Agency Working Project Costs	Bond Term	Agency Working Project Costs	Agency Working Debt Service	Agency Request Project Costs	Agency Request Debt Service	OPB Working Project Costs
Educated Georgia								
414-Education, Department of								
This is my report caption								
Capital Outlay Program- Regular for local school construction, statewide								
The Project Report Caption will be displayed on the report.								
Subtotal 414-Education, Department of								
	Equipment - E	400,000		400,000	-	400,000	-	-
	New Construction - N	106,235,000	20	106,235,000	-	106,235,000	-	-
	Improvements and Renovations - IR	3,000		3,000	-	3,000	-	-
		\$106,638,000		\$106,638,000	-	\$106,638,000	-	-
472-Regents, University System of Georgia Board of								
Equip the Interdisciplinary STEM Research Building II, University of Georgia, Athens, Clarke County.								
	New Construction - N	5,700,000	ST	5,700,000	-	5,700,000	-	-
		1,000,000			-	1,000,000	-	-
		\$6,700,000			-	\$6,700,000	-	-
Subtotal 472-Regents, University System of Georgia Board of								
		\$113,338,000			-	\$113,338,000	-	-
Safe Georgia								
Testing applying context to retained projects.								
		10,000		10,000	-	10,000	-	10,000
		900		900	-	900	-	900
		-		-	-	-	-	1,000,000

Report Icon

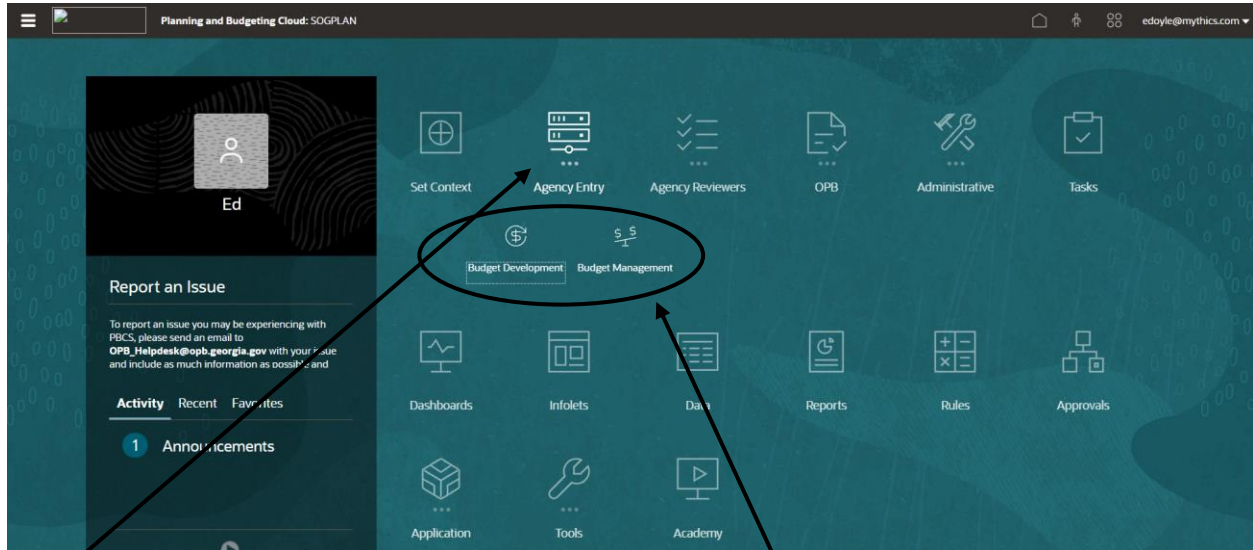
Set Context | Retain PY Projects | Capital Project Entry | Review/Upload Attachments | Review Status by Stage | **Capital Outlay Report**

Agencies have access to their specified projects

Budget Management

Annual Operating Budget (AOB)

The AOB budget process is accessed using the Agency Entry Cluster and the Budget Management Card:



Agency Entry Cluster

Agency Entry Cluster Cards:
Budget Development and
Budget Management

Click on the Budget Management card. Click on the AOB tab on the left of the screen and select the Update AOB tab on the bottom of the screen:

The screenshot shows the 'Budget Management' interface. On the left sidebar, the 'AOB tab' is highlighted with a callout box. At the bottom of the interface, the 'Update AOB' tab is also highlighted with a callout box. The main content area displays a 'Program List' table with columns for 'CutOff Amendment', 'Bill Change', 'Annual Operating Budget', and 'BDev - As Signed'. Below the table, there are sections for 'Update Fund Distribution' and 'Update Object Class Distribution'.

The Update AOB form is used to align the Cut Off Amendment with the As Signed version of Budget Development for both Fund Distribution and Object Class Distribution.

BM - PRP - AOB - Program List

Scenario	Version	Agency	Years	CutOff Amendment	Bill Change	Annual Operating Budget	BDev - As Signed	As Signed - AOB	Annual Operating Budget	Fund Balance - Obj Class
Departmental Administration (DOAS)	Other Funds Group	6620524	6620524	6620524	6620524	6620524	0		0	
				All_Fund	6620524	6620524	6620524	0	6620524	0
Fleet Management	Other Funds Group	1369646	1369646	1369646	1369646	1469646	100000		0	
				All_Fund	1369646	1369646	1469646	100000	1369646	0
Human Resources Administration	Other Funds Group	10705119	10705119	10705119	10705119	10705119	0		0	
				All_Fund	10705119	10705119	10705119	0	10705119	0
Risk Management	State Funds	430000	430000	480000	50000			0		
	Other Funds Group	177499501	177499501	177599501	100000			0		
	All_Fund	177929501	177929501	178079501	150000	177929501	0			

The AOB – Program List form consist of 7 columns:

1. Cut Off Amendment – This column displays the data associated with the Cut Off Amendment that was selected during the Budget Development process.
2. Bill Change – This column displayed the adjustments you are making to the Cut Off Amendment so that it will tie to As Signed.
3. Annual Operating Budget (AOB) – This column is equal to Cut Off Amendment plus Bill Change.
4. BDev – As Signed – This is the data for the As Signed version.
5. As Signed – AOB – This is the variance between the As Signed version and the AOB version. If the cells are yellow it indicates that the data is out of balance.
6. AOB/Total Object Class – This the data for AOB by Object Class.
7. Fund Balance – Object Class - This is the variance between the AOB by Fund Balance and the AOB by Object Class. If the cells are yellow it indicates that the data is out of balance.

As can be seen on the Program List the Fleet Management Other Funds Group is out of balance. To modify the data you must modify the data on the Update Fund Distribution and Object Class Distribution forms.

You must first Apply Context so that the Update Fund Distribution and Object Class Distribution forms are displaying the desired data:

The screenshot displays a software interface with a 'Program List' table. At the top, there are fields for 'Scenario' (Budget_Amendment), 'Version' (AOB_Amendment Agency Request), and 'Agency' (403-Administrative Services). Below this is a 'Workflow Status' section with fields for 'Status_Report', 'Submitted Date_Report', 'Submitted Comments_Report', and 'Un-Sub Date_R'. The main area is a table with columns for 'Total_Program', 'Program Name', 'Fund Type', and 'Amount'. The 'Fleet Management' row is highlighted, and a context menu is open over it. The menu items are: Edit, Adjust, Supporting Detail, Change History, Lock/Unlock Cells, Filter, Sort, Show member in outline, and Apply Context. A callout box points to the 'Other Funds Group' cell in the 'Fleet Management' row, stating: 'Right click Other Funds Group on the Fleet Management row to display the menu item list.' Another callout box points to the 'Apply Context' menu item, stating: 'Menu item list - Apply Context'.

Total_Program	Program Name	Fund Type	Amount
[-- By Program --]	Certificate of Need Appeal Panel	State Fund	
	Compensation Per General Assembly Resolutions	State Fund	
	Departmental Administration (DOAS)	All_Fund	2496000
		Other Funds Group	6620524
		All_Fund	6620524
	Fleet Management	Other Funds Group	1369646
		All_Fund	1369646
	Human Resources Administration	Other Funds Group	10705119

The context will be set for the Update Fund Distribution and Object Class Distribution forms:

⚙️ 🖨️ ↶

Update Fund Distribution

Fleet Management ▼

			Original Budget	CutOff Amendment	Bill Change
			FundCode Description	No_Account	No_Account
[-- STATE FUNDS --]	.	.			
[-- FEDERAL FUNDS --]	.	.			
[-- OTHER FUNDS --]	.	.			
0650401-Office of Fleet Management	02 - Other Funds - Not Specifically Identified	FundCode_1	Rebates from	1369646	
[-- FFD RECOVERY FUNDS --]	.	.			

Update Object Class Distribution

Fleet Management ▼

		CutOff Amendment	Bill Change	Annual Operating Budget
[-- OBJECT CLASSES --]	.			
0650401-Office of Fleet Management	Total Object Class	1369646		1369646
[-- COUNTS --]	.			
0650401-Office of Fleet Management	PositionCount	7		7

Context set

The Fund distribution is out of balance by 100,000. Therefore, we need to enter an adjustment in the Bill Change/No_Account column on the Update Fund Distribution form:

BM - PRP - AOB - Fund Updates ⓘ

Scenario		Version		Agency		Program		Years	
Budget_Amendment		AOB_Amendment		Agency Request		403-Administrative Services, Department of		Fleet Management FY23	
			Annual Operating Budget		CutOff Amendment	Bill Change	Annual Operating Budget	BDev - As Signed	
			FundCode_Numbr	FundCode Description	No_Account	No_Account	No_Account	No_Account	
Total_SubProgram	Other Funds Group	All_FundCode			1369646		1369646	1469646	
	Total_Funds	All_FundCode			1369646		1369646	1469646	
[-- STATE FUNDS --]	.	.							
[-- FEDERAL FUNDS --]	.	.							
[-- OTHER FUNDS --]	.	.							
0650401-Office of Fleet Management	02 - Other Funds - Not Specifically Identified	FundCode_1	60104	Rebates from	1369646		1369646	1469646	
[-- FED RECOVERY FUNDS --]	.	.							
[-- STATE PY FUNDS --]	.	.							

Fleet Management

Other Funds

Enter data

To balance Fleet Management, enter 100,00 in the Bill Change cell and click Save. Click OK in the Information box:

The data is saved:

BM - PRP - AOB - Fund Updates ⓘ

Scenario		Version		Agency		Program		Years	
Budget_Amendment		AOB_Amendment		Agency Request		403-Administrative Services, Department of		Fleet Management FY23	
			Annual Operating Budget		CutOff Amendment	Bill Change	Annual Operating Budget	BDev - As Signed	
			FundCode_Numbr	FundCode Description	No_Account	No_Account	No_Account	No_Account	
Total_SubProgram	Other Funds Group	All_FundCode			1369646	100000	1469646	1469646	
	Total_Funds	All_FundCode			1369646	100000	1469646	1469646	
[-- STATE FUNDS --]	.	.							
[-- FEDERAL FUNDS --]	.	.							
[-- OTHER FUNDS --]	.	.							
0650401-Office of Fleet Management	02 - Other Funds - Not Specifically Identified	FundCode_1	60104	Rebates from	1369646	100000	1469646	1469646	
[-- FED RECOVERY FUNDS --]	.	.							
[-- STATE PY FUNDS --]	.	.							

You will notice that the Fleet Management/Other Funds Group is now in balance (the cell is no longer yellow):

Scenario		Version		Agency		Years	
Budget_Amendment		AOB_Amendment Agency Request		403-Administrative Services		FY 2023	
Workflow Status							
Status_Report	Submitted Date_Report	Submitted Comments_Report		Un-Submitted Date_Report	Un-Submitted Comments_Report		
Program List							
		CutOff Amendment	Bill Change	Annual Operating Budget	BDev - As Signed	As Signed - AOB	Ann Opera Budi
		No_Account	No_Account	No_Account	No_Account	[-- VAR --]	Total C Cla
Total_Program	State Funds	2965506	250000	3215506	3265506	50000	
	Other Funds Group	212861075	100000	212961075	213061075	100000	
	All_Fund	215826581	350000	216176581	216326581	150000	2
[-- By Program --]							
Certificate of Need Appeal Panel	State Funds	39506		39506	39506	0	
	All_Fund	39506		39506	39506	0	
Compensation Per General Assembly Resolutions	State Funds	2496000	250000	2746000	2746000	0	
	All_Fund	2496000	250000	2746000	2746000	0	
Departmental Administration (DOAS)	Other Funds Group	6620524		6620524	6620524	0	
	All_Fund	6620524		6620524	6620524	0	
Fleet Management	Other Funds Group	1369646	100000	1469646	1469646	0	
	All_Fund	1369646	100000	1469646	1469646	0	
Human Resources Administration	Other Funds Group	10705119		10705119	10705119	0	

Fleet Management in balance

After updating the data, use Workflow to submit the data to the next version.

- Right click on the header row on the Workflow Status form
- Select Workflow/Submit AOB
- Enter comments and select Launch
- The data will be submitted to the next version

Review Status – in Progress

This form will display the In Progress items for each Agency by version.

Review Status – by Stage

This form will display the status for each Agency by version:

Scenario		Years	AOB_Amendment Agency Request				AOB_Amendment OPB Review			AOB_Amendment OPB Approval			AOB_Amendment Final		
Budget_Amendment		FY 2023	Status_Report	Initial Submitted Date_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report
142-Georgia General Obligation Debt Sinking Fund	Annual Operating Budget		Submitted	9/19/21	9/19/21		Submitted	9/19/21		Submitted	9/19/21		Approved	9/19/21	
402-Agriculture, Department of	Annual Operating Budget		Submitted	9/23/21	9/23/21		Submitted	9/23/21		Submitted	9/23/21		Approved	9/23/21	
404-Audits and Accounts, Department of	Annual Operating Budget		Submitted	9/27/21	9/27/21		Submitted	9/27/21		Submitted	9/27/21		Approved	9/27/21	
438-Supreme Court	Annual Operating Budget		Submitted	10/1/21	10/1/21		Submitted	10/1/21		Submitted	10/1/21		Approved	10/1/21	
462-Natural Resources, Department of	Annual Operating Budget		Submitted	9/30/21	9/30/21		Submitted	9/30/21		Submitted	9/30/21		Approved	9/30/21	
472-Regents, University System of Georgia Board of	Annual Operating Budget		Submitted	10/1/21	10/1/21		Submitted	10/1/21		Submitted	10/1/21		Approved	10/1/21	
474-Revenue, Department of	Annual Operating Budget		Submitted	10/4/21	10/4/21		Submitted	10/5/21		Submitted	10/5/21		Approved	10/5/21	
477-Community Supervision, Department of	Annual Operating Budget		Submitted	10/1/21	10/1/21		Submitted	10/1/21		Submitted	10/1/21		Approved	10/1/21	

Review Approved AOB

This form will display the detail data for each Program by the selected Agency:

Scenario	Version	Agency	Years
Budget_Amendment	AOB_Amendment Final	142-Georgia General Oblig.	FY 2023

Workflow Status		Submitted Date_Report	Submitted Comments_Report	Un-Submitted Date_Report	Un-Submitted Comments_Report
Status_Report					

Program List	CutOff Amendment	Bill Change	Annual Operating Budget	BDev - As Signed	As Signed - AOB	Annual Operating Budget	Fund I - OI
No_Account	No_Account	No_Account	No_Account	[-- VAR --]	Budget_Balance	[-- V	
Total_Program	State Funds 1193825076	50000	1193873076	1193825076	-50000		
	Federal Funds 0	0	0	0	0		
	Federal Recovery Funds Group 17974559		17974559	17974559	0		
	All_Fund 1211799635	50000	1211849635	1211799635	-50000	1211849635	
[-- By Program --]							
GO Bonds Issued	State Funds 1091131620	50000	1091181620	1091131620	-50000		
	Federal Funds 0	0	0	0	0		
	Federal Recovery Funds Group 17974559		17974559	17974559	0		
	All_Fund 1109106179	50000	1109156179	1109106179	-50000	1109156179	
GO Bonds New	State Funds 102693456		102693456	102693456			
	All_Fund 102693456		102693456	102693456	0	102693456	

Review Fund Distribution		Annual Operating Budget	CutOff Amendment
GO Bonds Issued		FundCode_Numbr	FundCode Description
Total_SubProgram	State Funds	All_FundCode	No_Account
	Federal Funds	All_FundCode	1091131620
	Federal Recovery Funds Group	All_FundCode	17974559
	Total_Funds	All_FundCode	1109106179
[-- STATE FUNDS --]			

Review Object Class Distribution		CutOff Amendment	Bill Change	Annual Operating Budget
GO Bonds Issued				
[-- OBJECT CLASSES --]				
4810401-GO Bonds Issued	Total Object Class	962517756	50000	962567756
4810402 - Road and Bridge Projects Issued	Total Object Class	146588423		146588423
[-- COUNTS --]				

Apply Context

Select Agency

AOB Analysis Report

The report will display the data by Agency for each Program:

NF - AOB Analysis Report

File Format: PDF

Years: FY23

Agency: BUA_142

Select Output: PDF Preview

Select Agency

Select Output dropdown selection

1 / 1
100%

AOB Analysis Worksheet
 Year: FY23
 Agency: 142-Georgia General Obligation Debt Sinking Fund

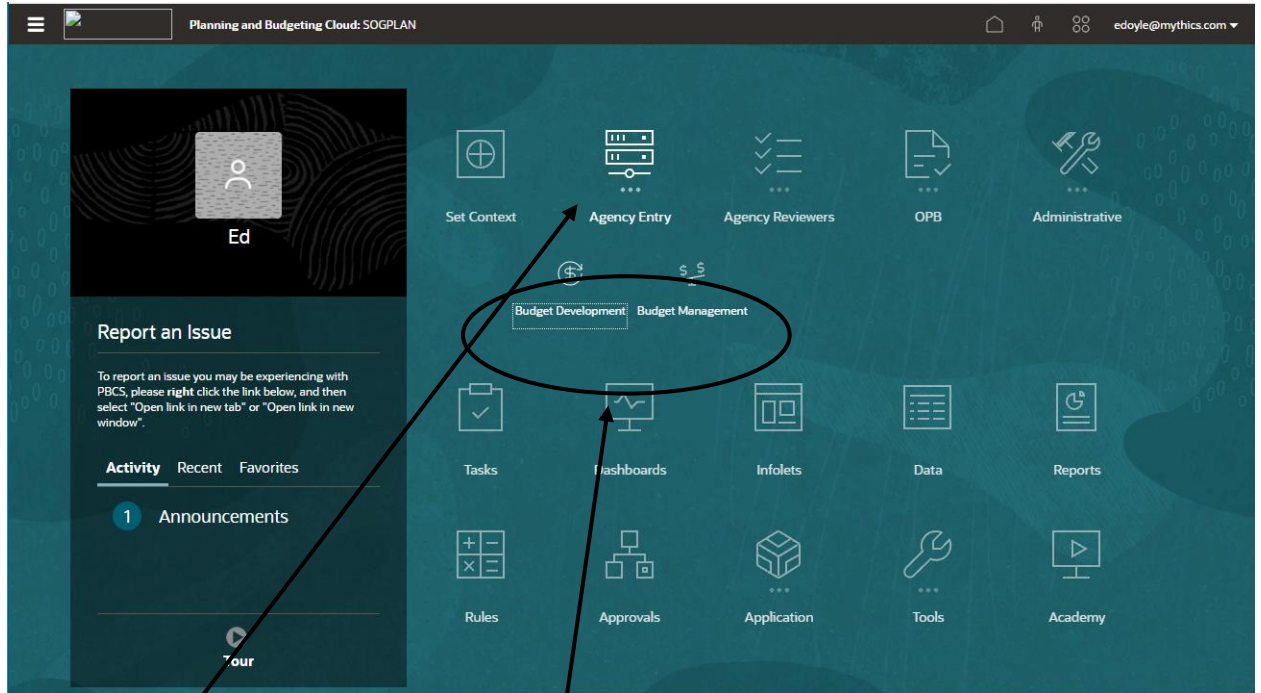
	FY 2023 CutOff Amendment	FY 2023 Bill Change	FY 2023 Annual Operating Budget	FY 2023 Budget Der - As Signed	Variance As Signed - AOB	FY 2023 AOB Total Object Class	Variance Fund Balance - Object Class
Total Program							
State General Funds Total	1,088,016,109	80,000	1,088,096,109	1,088,016,109	80,000		
Motor Fuel Funds Total	125,814,917		125,814,917	125,814,917			
State Funds	1,193,828,672	80,000	1,193,828,672	1,193,828,672	(80,000)		
Federal Recovery Funds	17,874,559		17,874,559	17,874,559			
Federal and Other Funds	17,874,559		17,874,559	17,874,559			
All Fund	\$1,211,799,435	\$80,000	\$1,211,849,435	\$1,211,799,435	(80,000)	\$1,211,849,435	
GO Bonds Issued							
State General Funds	973,876,703	80,000	973,926,703	973,876,703	(80,000)		
Motor Fuel Funds	117,256,917		117,256,917	117,256,917			
State Funds	1,091,133,620	80,000	1,091,183,620	1,091,133,620	(80,000)		
Federal Recovery Funds Group	17,874,559		17,874,559	17,874,559			
Federal and Other Funds	17,874,559		17,874,559	17,874,559			
All Fund	\$1,109,156,179	\$80,000	\$1,109,156,179	\$1,109,156,179	(80,000)	\$1,109,156,179	
GO Bonds New							
State General Funds	84,133,456		84,133,456	84,133,456			
Motor Fuel Funds	8,560,000		8,560,000	8,560,000			
State Funds	102,693,456		102,693,456	102,693,456			
All Fund	\$102,693,456		\$102,693,456	\$102,693,456		\$102,693,456	

Update AOB Review Status - In Progress Review Status - By Stage Review Approved AOB **AOB Analysis**

Amendment Entry

Log into the system – Refer to the [Login to Oracle Planning and Budgeting Cloud Service \(PBCS\)](#) above.

Click on the Agency Entry Cluster, the Agency Entry cards:



Agency Entry Cluster

Agency Entry Cluster Cards:
Budget Development and
Budget Management

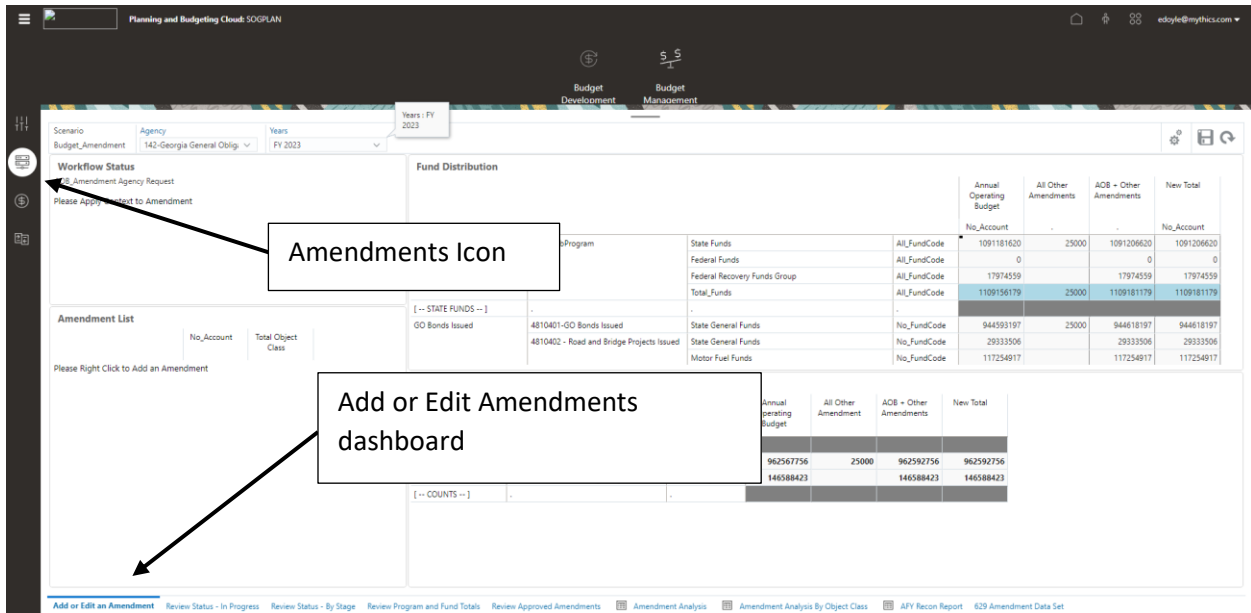
Click Budget Management. The Budget Management navigation flows are displayed:

The screenshot displays the 'Planning and Budgeting Cloud SOOPLAN' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. The main content area is divided into several sections:

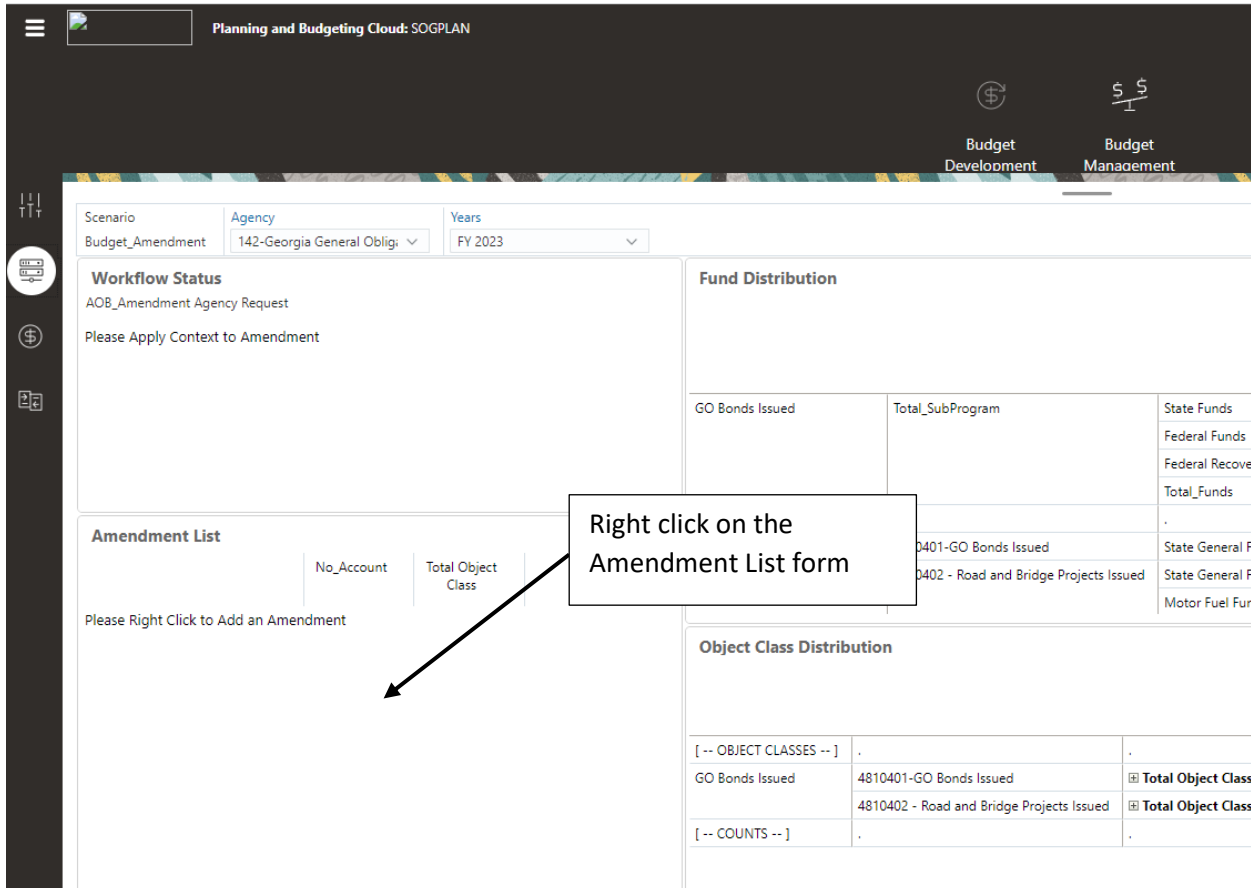
- Scenario:** Budget_Amendment, Version: AOB_Amendment Agency Request, Agency: 142-Georgia General Oblig., Years: FY 2023.
- Workflow Status:** A horizontal bar with four segments: Status_Report (highlighted in green), Submitted Data_Report, Submitted Comments_Report, and Un-Submitted Comments_Report.
- Program List:** A table with columns: CutOff Amendment, Bill Change, Annual Operating Budget, EDev - As Signed, As Signed - AOB, Annual Operating Budget, and Fund Balance - Obj Class. The first row shows values for 'No_Account' and 'Total Object Class'.
- Update Fund Distribution:** A table with columns: FundCode_Numbr, FundCode Description, Annual Operating Budget, CutOff Amendment, Bill Change, and Annual Operating Budget. It lists various fund categories like STATE FUNDS, FEDERAL FUNDS, etc.
- Update Object Class Distribution:** A table with columns: CutOff Amendment, Bill Change, and Annual Operating Budget. It lists object classes and counts.

At the bottom, there are navigation links: Update AOB, Review Status - In Progress, Review Status - By Stage, and AOB Analysis.

Click the Amendments icon. The Amendments navigation flow is displayed:



Right click in the Amendment List form:



The Menu List is displayed:

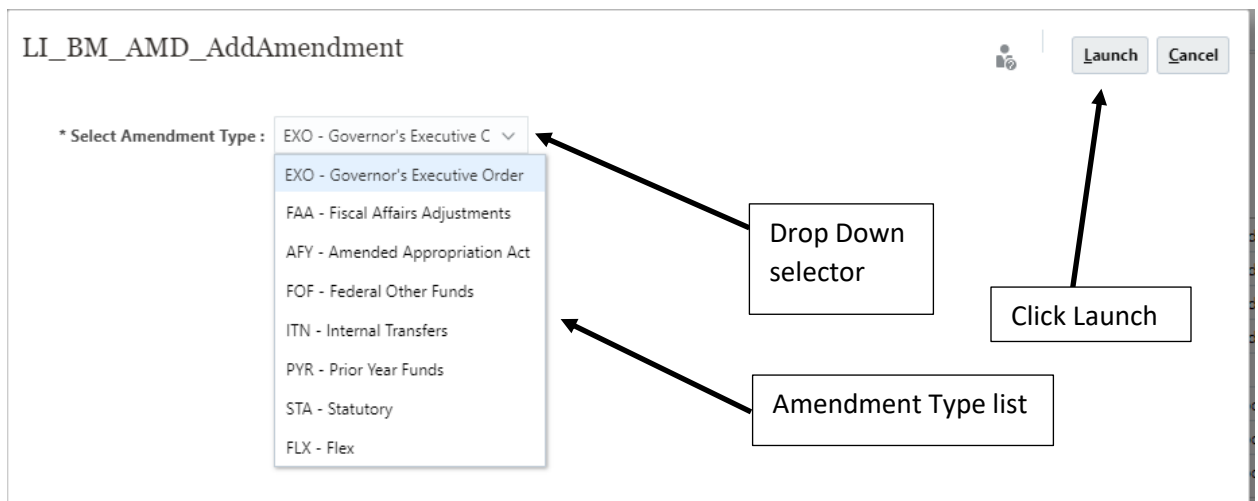
The screenshot displays the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, the title bar shows the application name and a user profile icon. Below the title bar, there are filters for 'Scenario' (Budget_Amendment), 'Agency' (142-Georgia General Oblig), and 'Years' (FY 2023). The main content area is divided into several sections:

- Workflow Status:** Shows 'AOB_Amendment Agency Request' and 'Please Apply Context to Amend'. A context menu is open over this section, listing 'Add Amendment', 'Remove Amendment', and 'Filter'. An arrow points from a box labeled 'Menu Item List' to the 'Add Amendment' item.
- Fund Distribution:** A table with columns 'GO Bonds Issued' and 'Total_SubProgr'. It shows a summary row for '[-- STATE FUNDS --]' and a detailed row for 'GO Bonds Issued' with values '4810401-GO B' and '4810402 - Roa'.
- Amendment List:** A table with columns 'No_Account' and 'Total Object Class'. It contains the text 'Please Right Click to Add an Amendment'.
- Object Class Distribution:** A table with a single row for '[-- OBJECT CLASSES --]'.

Click Add Amendment. The LI_BM_AMD_AddAmendment selection window is displayed:

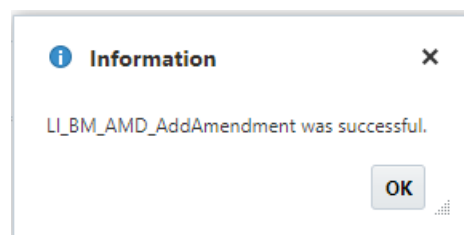


Using the Member drop down selection box, select the Amendment type.



After selecting the Amendment Type, click Launch. The Select a Member window will close.

The Add Amendment success information box will be displayed. Click OK:



The Amendment will be added to the Amendment List form:

The screenshot shows the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are navigation icons and the text 'Budget Development' and 'Budget Management'. Below this, there are dropdown menus for 'Scenario' (Budget_Amendment), 'Agency' (142-Georgia General Obligi), and 'Years' (FY 2023). The main content area is divided into three sections:

- Workflow Status:** AOB_Amendment Agency Request. Please Apply Context to Amendment.
- Amendment List:** A table with columns 'Amendment2', 'Total_Program', 'No_Account', and 'Total Object Class'. A new row 'Amendment2' is highlighted in blue. A callout box labeled 'Amendment Added' has an arrow pointing to this row.
- Fund Distribution:** A table showing the distribution of funds across various categories like GO Bonds Issued, Total_SubProgram, State Funds, Federal Funds, etc.
- Object Class Distribution:** A table showing the distribution of object classes across various categories like GO Bonds Issued, Total Object Class, Annual Operating Budget, etc.

Right click on Total_Programs and set the context - See [Apply Context](#)

Update the added Amendment data.

Submit the changes - [Workflow](#)

Review Status – in Progress

This form will display the In Progress items for each Agency by version.

Scenario		Years		BM - GEN - AMD - Approval Status In Progress											
Budget_Amendment		FY 2023		AOB_Amendment Agency Request			AOB_Amendment OPB Review			AOB_Amendment OPB Approval			AOB_Amendment Final		
		Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date		
142-Georgia General Obligation Debt Sinking Fund	Amendment2	InProgress													
402-Agriculture, Department of	Amendment2	InProgress													
404-Audits and Accounts, Department of	Amendment1	InProgress													
462-Natural Resources, Department of	Amendment1	InProgress													
472-Regents, University System of Georgia Board of	Amendment1	InProgress			InProgress	10/1/21									
474-Revenue, Department of	Amendment1	InProgress			InProgress	10/5/21									
477-Community Supervision, Department of	Amendment1	InProgress													

Review Status – by Stage

This form will display the status for each Agency by version:

Scenario		Years		BM - GEN - AMD - Approval Status By Stage											
Budget_Amendment		FY 2023		AOB_Amendment Agency Request				AOB_Amendment OPB Review			AOB_Amendment OPB Approval			AOB_Amendment Final	
		Status_Report	Initial Submitted Date_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	
142-Georgia General Obligation Debt Sinking Fund	Amendment1	Submitted	9/19/21	9/19/21		Submitted	9/19/21		Submitted	9/19/21		Approved	9/19/21		
	Amendment2	InProgress													
402-Agriculture, Department of	Amendment1	Submitted	9/27/21	9/27/21		Submitted	9/27/21		Submitted	9/27/21		Approved	9/27/21		
	Amendment2	InProgress													
404-Audits and Accounts, Department of	Amendment1	InProgress													
438-Supreme Court	Amendment1	Submitted	10/1/21	10/1/21		Submitted	10/1/21		Submitted	10/1/21		Approved	10/1/21		
462-Natural Resources, Department of	Amendment1	InProgress													
472-Regents, University System of Georgia Board of	Amendment1	Submitted	10/1/21	10/1/21		InProgress	10/1/21								
474-Revenue, Department of	Amendment1	Submitted	10/5/21	10/5/21		InProgress	10/5/21								
477-Community Supervision, Department of	Amendment1	InProgress													

Review Program and Fund Totals

This form will display the Amendment data by Program and Fund:

Development

BM - RVW - AMD - Program and Fund Review i

Scenario	SubProgram	FundCode	Agency	Years	Account			
Budget_Amendment	Total_SubProgram	All_FundCode	404-Audits and Accounts, Department of	FY23	No_Account			
				AOB_Amendment Final		AOB_Amendment Agency Request	Budget AOB_Amendment	
				Annual Operating Budget	AOB + Other Amendments	Amendment1	New Total	
Audit and Assurance Services	State Funds			29177306		29177306	100000	29277306
	Other Funds Group			70000		70000		70000
	All_Fund			29247306		29247306	100000	29347306
Departmental Administration (DOAA)	State Funds			2317636		2317636	200000	2517636
	All_Fund			2317636		2317636	200000	2517636
Immigration Enforcement Review Board - INACTIVE	State Funds			0		0		0
	All_Fund			0		0		0
Legislative Services	State Funds			243000		243000		243000
	All_Fund			243000		243000		243000
Statewide Equalized Adjusted Property Tax Digest	State Funds			2398931		2398931		2398931
	Federal Funds			0		0		0
	All_Fund			2398931		2398931		2398931
Total_Program	State Funds			34136873		34136873	300000	34436873
	Federal Funds			0		0		0
	Other Funds Group			70000		70000		70000
	All_Fund			34206873		34206873	300000	34506873

Review Approved Amendments

This form will display the approved amendments by the selected Agency:

Scenario: Budget_Amendment, Agency: 142-Georgia General Oblig, Years: FY 2023

Amendment	GO Bonds Issued	No_Account	Total Object Class
Total_Program	25000	25000	25000

GO Bonds Issued	Total_SubProgram	State Funds	All_FundCode	Annual Operating Budget	Annual Operating Budget	All Other Amendments
GO Bonds Issued	4810401-GO Bonds Issued	State General Funds	All_FundCode	94499197	0	0
Total		Total_Funds	All_FundCode	1109156179	0	0

GO Bonds Issued	4810401-GO Bonds Issued	4810402 - Road and Bridge Projects Issued	Total Object Class	Annual Operating Budget	All Other Amendments	AOB + Other Amendments	Amendment1	New Total
GO Bonds Issued	4810401-GO Bonds Issued		Total Object Class	962567756	0	962567756	25000	962592756
GO Bonds Issued	4810402 - Road and Bridge Projects Issued		Total Object Class	146588423		146588423		146588423

Bottom navigation: Add or Edit an Amendment, Review Status - In Progress, Review Status - By Stage, Review Program and Fund Totals, **Review Approved Amendments**, Amendment Analysis, Amendment Analysis By Object Class, APY Recon Report, 629 Amendment Data Set

Amendment Analysis Report

This report displays the Program and Fund data for the selected Agency:

NF - Amendment Analysis Report

File Format: PDF, Years: FY23, Agency: BUA_142, Select Output: PDF Preview

Callouts: Select Agency (points to Agency dropdown), Select Output dropdown selection (points to Select Output dropdown)

Amendment Analysis Worksheet
 Year : FY23
 Agency : 142-Georgia General Obligation Debt Sinking Fund
 Current Amendment : *Error: invalid cell reference*

	FY23 AOB	All Previous Amendments	Prior Total	Amended Budget
Total Program - Object Classes				
309-Capital Outlay	1,211,849,635	25,000	1,211,874,635	1,211,874,635
Total Expenditure	\$1,211,849,635	\$25,000	\$1,211,874,635	\$1,211,874,635
Total Program - Fund Sources				
State General Funds Total	1,068,060,159	25,000	1,068,085,159	1,068,085,159
Motor Fuel Funds Total	125,814,917		125,814,917	125,814,917
State Funds	1,193,875,076	25,000	1,193,900,076	1,193,900,076
Federal Recovery Funds	17,974,559		17,974,559	17,974,559
Federal and Other Funds	17,974,559		17,974,559	17,974,559
Total Funds	\$1,211,849,635	\$25,000	\$1,211,874,635	\$1,211,874,635
MotorVehicleCount				
PositionCount				

Amendment Analysis by Object Class

This report will display the data for the selected Agency by Object Class:

NF - Amendment Analysis - By Object Class

File Format: PDF

Agency: BUA_404

Select Output: PDF Preview

Select Agency

Select Output dropdown selection

NF - Amendment Analysis - By Object Class

1 / 2 | 100%

Amendment Analysis By Object Class
 Year : FY23
 Agency : 404-Audits and Accounts, Department of
 Current Amendment : Amendment1

Date: 10-09-2021
Time: 11:40 PM

Total Program	AOB	All Previous Amendments	Prior Total	Amendment1	Amended Budget
300-Personal Services	30,606,933		30,606,933	300,000	30,906,933
301-Regular Operating Expenses	641,090		641,090		641,090
304-Equipment	28,000		28,000		28,000
305-Computer Charges	892,300		892,300		892,300
306-Real Estate Rentals	1,044,000		1,044,000		1,044,000
307-Telecommunications	115,000		115,000		115,000
312-Contractual Services	879,550		879,550		879,550
Total Object Class	\$34,206,873		\$34,206,873	\$300,000	\$34,506,873

Audit and Assurance Services	AOB	All Previous Amendments	Prior Total	Amendment1	Amended Budget
300-Personal Services	26,355,296		26,355,296	100,000	26,455,296
301-Regular Operating Expenses	460,360		460,360		460,360
304-Equipment	24,600		24,600		24,600
305-Computer Charges	781,950		781,950		781,950

Add or Edit an Amendment | Review Status - In Progress | Review Status - By Stage | Review Program and Fund Totals | Review Approved Amendments | Amendment Analysis | **Amendment Analysis By Object Class** | AFY Recon Report

AFY Recon Report

This report will display the data by Agency by Version for Amendments:

AFY Amendment Reconciliation Report

File Format: PDF

Years: FY23

Version: AOB_Amendment Agency Request

Agency: BUA_142

Select Output: PDF Preview

Select Version

Select Agency

Select Output dropdown selection

AFY Amendment Reconciliation Report

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Report S31 - AFY Reconciliation
142-Georgia General Obligation Debt Sinking Fund
FY 2023

			CutOff Amendment AOB_Amendment Final	Total
142-Georgia General Obligation Debt Sinking Fund	PGM_4810400 GO Bonds Issued	ST2 State General Funds	973,876,703	973,876,703
142-Georgia General Obligation Debt Sinking Fund	PGM_4810400 GO Bonds Issued	SMF2 Motor Fuel Funds	117,254,917	117,254,917
142-Georgia General Obligation Debt Sinking Fund	PGM_4810400 GO Bonds Issued	FED2 Federal Funds Not Specifically Identified		
142-Georgia General Obligation Debt Sinking Fund	PGM_4810400 GO Bonds Issued	STM1 Federal Recovery Funds	17,974,559	17,974,559
142-Georgia General Obligation Debt Sinking Fund	PGM_4810500 GO Bonds New	ST2 State General Funds	94,133,456	94,133,456
142-Georgia General Obligation Debt Sinking Fund	PGM_4810500 GO Bonds New	SMF2 Motor Fuel Funds	8,560,000	8,560,000
TOTAL			1,211,798,635	1,211,798,635

Add or Edit an Amendment | Review Status - In Progress | Review Status - By Stage | Review Program and Fund Totals | Review Approved Amendments | Amendment Analysis | Amendment Analysis By Object Class | **AFY Recon Report** | 629 Amendment Data Set

629 Amendment Data Set

This report will display the data by Agency by Version for the 629 Amendments Data Set:

The screenshot shows the user interface for the '629 - Amendment Data Set' report. At the top, there are three callout boxes with arrows pointing to specific controls: 'Select Version' points to the 'Version' dropdown menu, 'Select Agency' points to the 'Agency' dropdown menu, and 'Select Output dropdown selection' points to the 'Select Output' dropdown menu. The 'File Format' is set to 'PDF'. The 'Years' dropdown is set to 'FY23'. The 'Version' dropdown is set to 'AOB_Amendment_Agency_Request'. The 'Agency' dropdown is set to 'BUA_404'. The 'Select Output' dropdown is set to 'PDF Preview'. Below the controls, the report title is 'Report 629 - Amendment 404-Audits and Accounts, Department of FY 2023'. The report content is a table with the following data:

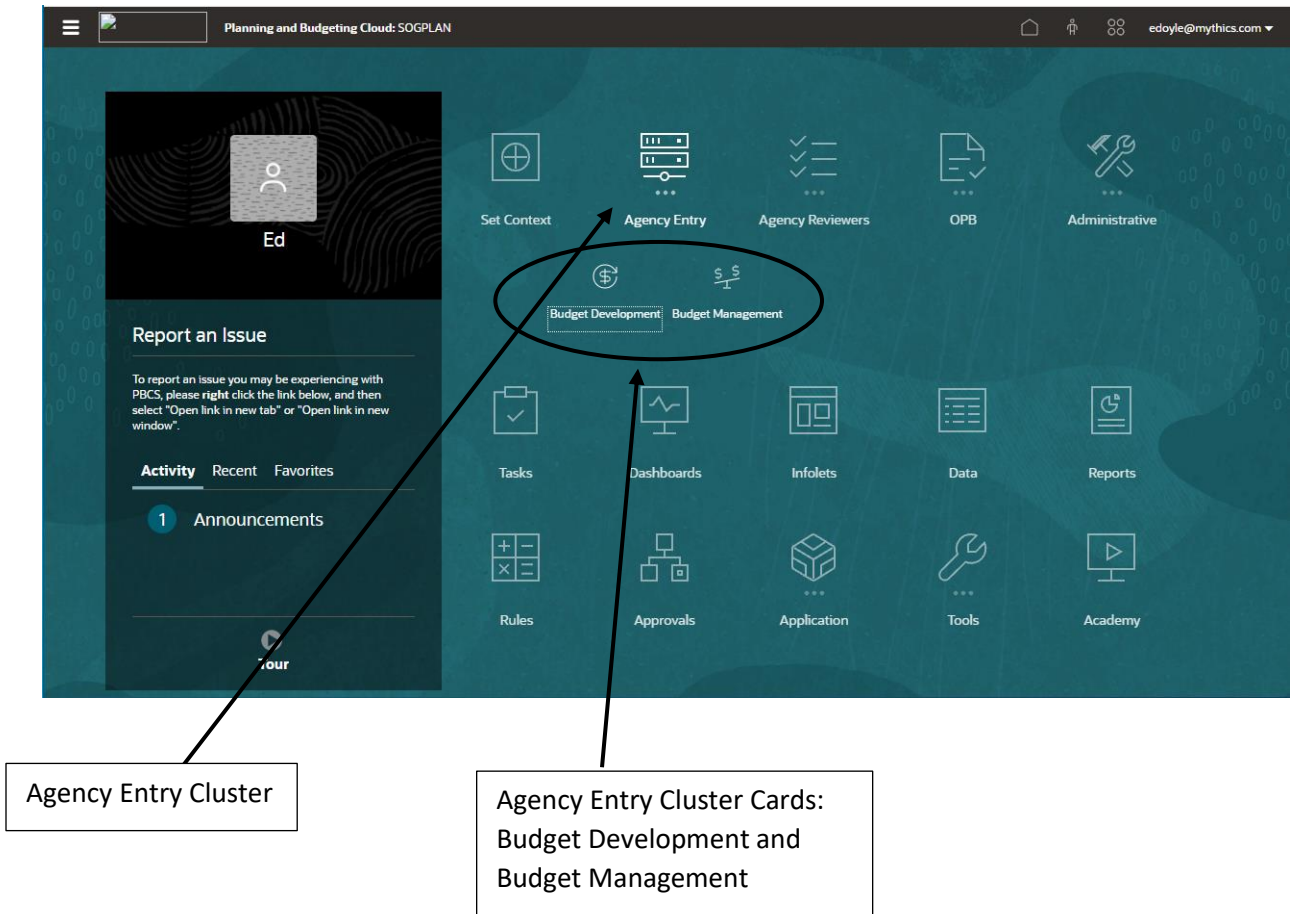
Report 629 - Amendment 404-Audits and Accounts, Department of FY 2023			Total_SubProgram New Total
404-Audits and Accounts, Department of	PGM_0850200 Audit and Assurance Services	ST2 State General Funds	100,000
404-Audits and Accounts, Department of	PGM_0850500 Departmental Administration (DOAA)	ST2 State General Funds	200,000
TOTAL			300,000

At the bottom of the interface, there is a navigation bar with the following items: 'Add or Edit an Amendment', 'Review Status - In Progress', 'Review Status - By Stage', 'Review Program and Fund Totals', 'Review Approved Amendments', 'Amendment Analysis', 'Amendment Analysis By Object Class', 'AFY Recon Report', and '629 Amendment Data Set'.

Allotment Entry

Log into the system – Refer to the [Login to Oracle Planning and Budgeting Cloud Service \(EPBCS\)](#) above.

Click on the Agency Entry Cluster, the Agency Entry cards:



Click Budget Management. The Budget Management navigation flows are displayed:

The screenshot displays the 'Planning and Budgeting Cloud: SOOPLAN' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. The main content area is divided into several sections:

- Scenario:** Budget_Amendment, Version: AOB_Amendment Agency Request, Agency: 142-Georgia General Oblig., Years: FY 2023.
- Workflow Status:** A horizontal bar with four segments: Status_Report (highlighted in green), Submitted Data_Report, Submitted Comments_Report, and Un-Submitted Data_Report.
- Program List:** A table with columns: CutOff Amendment, Bill Change, Annual Operating Budget, EDev - As Signed, As Signed - AOB, Annual Operating Budget, and Fund Balance - Obj Class. The first row shows values for 'No_Account' and 'Total Object Class'. A summary row at the bottom shows '0' for the Fund Balance column.
- Update Fund Distribution:** A table with columns: FundCode_Numbr, FundCode Description, Annual Operating Budget, CutOff Amendment, Bill Change, and Annual Operating Budget. It lists various fund categories like 'STATE FUNDS', 'FEDERAL FUNDS', etc.
- Update Object Class Distribution:** A table with columns: CutOff Amendment, Bill Change, and Annual Operating Budget. It lists object classes like 'OBJECT CLASSES' and 'COUNTS'.

At the bottom of the interface, there are navigation links: Update AOB, Review Status - In Progress, Review Status - By Stage, and AOB Analysis.

Click the Allotments icon. The Allotments navigation flow is displayed:

The screenshot displays the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there is a header with a hamburger menu icon, a logo, and the text 'Planning and Budgeting Cloud: SOGPLAN'. Below the header, there are two dropdown menus: 'Agency' (set to '402-Agriculture, Departmer') and 'Years' (set to 'FY 2023').

The main content area is divided into two sections:

- Workflow Status:** A table with columns for 'Status_Report', 'Submitted Date_Report', 'Submitted Comments_Report', 'Un-Submitted Date_Report', 'Un-Submitted Comments_Report', 'Allotment Warrant #', and 'Requested Amount'. A callout box labeled 'Allotments Icon' points to the '\$' icon in the left sidebar.
- Allotment List:** A section with a 'Requested Amount' column and a message: 'Right Click to Add an Allotment'. It includes icons for settings, refresh, and print.

On the right side, there is a vertical navigation pane with the following items: 'Allotme', 'Athens and Consumer', 'Department Marketing', 'Poultry Vet', and 'Total Progi'.

Select the Enter Allotments dashboard:

Agency: 402-Agriculture, Department | Years: FY 2023

Workflow Status

	Allotment5
Status_Report	
Submitted Date_Report	
Submitted Comments_Report	
Un-Submitted Date_Report	
Un-Submitted Comments_Report	
Allotment Warrant #	
Requested Amount	

Allotment List

	Requested Amount
Right Click to Add an Allotment	

Allotment Detail - Over Requested

Athens and Tifton Veterinary Laboratories
Consumer Protection
Departmental Administration (DOA)
Marketing and Promotion
Poultry Veterinary Diagnostic Labs
Total_Program

Enter Allotments | Review Approved Allotments | Review Status - In Progress | Review Status - By Stage | YTD Allotment Summary

Enter Allotments dashboard is selected

Right click in the Allotment List form:

The screenshot displays a software interface with a dark sidebar on the left containing navigation icons. The main content area is divided into several sections:

- Agency:** 402-Agriculture, Department
- Years:** FY 2023
- Workflow Status:** A table with columns for various report types and an 'Allotment5' column.
- Allotment List:** A table with a 'Requested Amount' column. Below the table, the text 'Right Click to Add an Allotment' is displayed. A callout box with an arrow points to this text, containing the instruction: 'Right click on the Allotment List form'.
- Right Sidebar:** Labeled 'Allotmer', it contains a list of items including 'Athens and', 'Consumer Pi', 'Department:', 'Marketing a', 'Poultry Veter', and 'Total_Progra'.

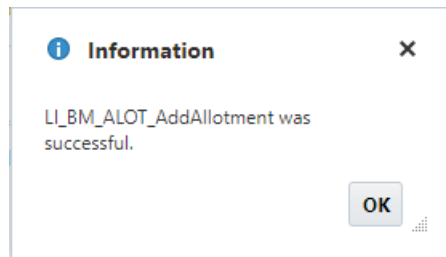
The Menu List is displayed:

The screenshot displays a software interface with a dark sidebar on the left containing navigation icons. The main content area is divided into several sections:

- Agency:** 402-Agriculture, Department
- Years:** FY 2023
- Workflow Status:** A table with columns for various report types and an 'Allotment5' column.
- Allotment List:** A table with a 'Requested Amount' column. Below the table, the text 'Right Click to Add an Allotment' is visible.
- Context Menu:** A menu is open over the 'Allotment List' table, showing options: 'Add Allotment', 'Remove Allotment', and 'Filter'.
- Other Sections:** 'Allotment D', 'Athens and Tifto', 'Consumer Protec', and 'Departmental Ad Marketing and Pi' are partially visible on the right side.

A callout box labeled 'Menu Item List' with an arrow points to the context menu.

Click Add Allotment. The Add Allotment Information window is displayed:



Click OK.

The Allotment is added to the Allotment List form:

The screenshot displays a software interface for managing allotments. At the top, there are dropdown menus for "Agency" (402-Agriculture, Department) and "Years" (FY 2023). Below these are sections for "Workflow Status" and "Allotment Detail - Over Requested Amounts Auto Adjusted to Available Amount".

The "Allotment List" section contains a table with columns: "Allotment2", "Total_Program", and "Requested Amount". A new row has been added to this table, highlighted with a light blue background. A black arrow points from a callout box labeled "Allotment added" to this new row.

The "Allotment Detail" section contains a large table with columns: "No_Account", "Requested Amount", "Percent Allotted to Date", and "Amount Available". This table lists various departments and their corresponding allotment details.

Allotment Detail - Over Requested Amounts Auto Adjusted to Available Amount			No_Account	Requested Amount	Percent Allotted to Date	Amount Available
			New Total	Total_Allotment	No_Request	No_Request
Athens and Tifton Veterinary Laboratories	0740201-Athens and Tifton Veterinary Laboratories	State General Funds	3390172	508525	15.00%	2881647
Consumer Protection	0740301-Department Laboratories	State General Funds	4843709	726556	15.00%	4117153
	0740304-Plant Protection	State General Funds	1741801	261270	15.00%	1480531
	0740306-Structural Pest	State General Funds	2438605	365790	15.00%	2072815
	0740307-Animal Health	State General Funds	3978459	596768	15.00%	3381691
	0740310-Meat Inspection	State General Funds	2815745	422361	15.00%	2393384
	0740313-Food Safety	State General Funds	6110577	916586	15.00%	5193991
	0740315-Fuel & Measures	State General Funds	3906967	586045	15.00%	3320922
	0740318-Consumer Protection Program Support	State General Funds	2231891	334783	15.00%	1897108
Departmental Administration (DOA)	0740101-Departmental Administration (DOA)	State General Funds	5450611	817591	15.00%	4633020
Marketing and Promotion	0740403-Farmers Markets	State General Funds	2760524	414078	15.00%	2346446
	0740405-Business Development	State General Funds	1012244	151836	15.00%	860408
	0740429-Market Bulletin	State General Funds	141382	21207	15.00%	120175
	0740432-Marketing and Promotion Program Support	State General Funds	2088769	313315	15.00%	1775454
Poultry Veterinary Diagnostic Labs	0740501-Poultry Veterinary Diagnostic Labs	State General Funds	2824057	423608	15.00%	2400449
Total_Program	Total_SubProgram	State Funds	45735513	6860319	15.00%	38875194

Right click on the added allotment on the Allotment List form and set the context - See [Apply Context](#).

The dashboard is updated with the context of the added Allotment:

The screenshot shows a dashboard for 'Allotment Detail - Over Requested Amounts Auto Adjusted to Available Amount'. On the left, there is a 'Workflow Status' section with fields for 'Status_Report', 'Submitted Date_Report', 'Submitted Comments_Report', 'Un-Submitted Date_Report', 'Un-Submitted Comments_Report', and 'Allotment Warrant #' (2023402002). Below this is an 'Allotment List' table with columns for 'Allotment2' and 'Requested Amount'. The main area is a large table with columns: 'No_Account', 'Requested Amount', 'Percent Allotted to Date', 'Amount Available', and 'Requested Amount'. The table lists various programs and their funding details.

			No_Account	Requested Amount	Percent Allotted to Date	Amount Available	Requested Amount
			New Total	Total_Allotment	No_Request	No_Request	Allotment2
Athens and Tifton Veterinary Laboratories	0740201-Athens and Tifton Veterinary Laboratories	State General Funds	3390172	508525	15.00%	2881647	
Consumer Protection	0740301-Department Laboratories	State General Funds	4843709	726556	15.00%	4117153	
	0740304-Plant Protection	State General Funds	1741801	261270	15.00%	1480531	
	0740306-Structural Pest	State General Funds	2438605	365790	15.00%	2072815	
	0740307-Animal Health	State General Funds	3978459	596768	15.00%	3381691	
	0740310-Meat Inspection	State General Funds	2815745	422361	15.00%	2393384	
	0740313-Food Safety	State General Funds	6110577	916586	15.00%	5193991	
	0740315-Fuel & Measures	State General Funds	3906967	586045	15.00%	3320922	
Departmental Administration (DOA)	0740318-Consumer Protection Program Support	State General Funds	2231891	334783	15.00%	1897108	
	0740101-Departmental Administration (DOA)	State General Funds	5450611	817591	15.00%	4633020	
Marketing and Promotion	0740403-Farmers Markets	State General Funds	2760524	414078	15.00%	2346446	
	0740405-Business Development	State General Funds	1012244	151836	15.00%	860408	
	0740429-Market Bulletin	State General Funds	141382	21207	15.00%	120175	
	0740432-Marketing and Promotion Program Support	State General Funds	2088769	313315	15.00%	1775454	
Poultry Veterinary Diagnostic Labs	0740501-Poultry Veterinary Diagnostic Labs	State General Funds	2824057	423608	15.00%	2400449	
Total_Program	Total_SubProgram	State Funds	45735513	6860319	15.00%	38875194	

The added Allotment data is entered on the Allotment Detail – Over Requested Amounts Auto Adjusted to Available Amount form in the Requested Amount column:

This is a close-up of the table from the screenshot above. An arrow points to the 'Requested Amount' column for the row '0740405-Business Development', which currently contains the value '860408'. A text box with the instruction 'Enter data in the Requested Amount column' is positioned below the table.

			No_Account	Requested Amount	Percent Allotted to Date	Amount Available	Requested Amount
			New Total	Total_Allotment	No_Request	No_Request	Allotment2
Athens and Tifton Veterinary Laboratories	0740201-Athens and Tifton Veterinary Laboratories	State General Funds	3390172	508525	15.00%	2881647	
Consumer Protection	0740301-Department Laboratories	State General Funds	4843709	726556	15.00%	4117153	
	0740304-Plant Protection	State General Funds	1741801	261270	15.00%	1480531	
	0740306-Structural Pest	State General Funds	2438605	365790	15.00%	2072815	
	0740307-Animal Health	State General Funds	3978459	596768	15.00%	3381691	
	0740310-Meat Inspection	State General Funds	2815745	422361	15.00%	2393384	
	0740313-Food Safety	State General Funds	6110577	916586	15.00%	5193991	
	0740315-Fuel & Measures	State General Funds	3906967	586045	15.00%	3320922	
Departmental Administration (DOA)	0740318-Consumer Protection Program Support	State General Funds	2231891	334783	15.00%	1897108	
	0740101-Departmental Administration (DOA)	State General Funds	5450611	817591	15.00%	4633020	
Marketing and Promotion	0740403-Farmers Markets	State General Funds	2760524	414078	15.00%	2346446	
	0740405-Business Development	State General Funds	1012244	151836	15.00%	860408	
	0740429-Market Bulletin	State General Funds	141382	21207	15.00%	120175	
	0740432-Marketing and Promotion Program Support	State General Funds	2088769	313315	15.00%	1775454	
Poultry Veterinary Diagnostic Labs	0740501-Poultry Veterinary Diagnostic Labs	State General Funds	2824057	423608	15.00%	2400449	
Total_Program	Total_SubProgram	State Funds	45735513	6860319	15.00%	38875194	

Note: The data will be automatically adjusted so that the amount cannot exceed the available amount.

Submit the changes - [Workflow](#)

Review Approved Allotments

This form is used to review the Approved Allotments by the selected Agency. To review the detail data for an allotment Apply Context to the Allotment:

The screenshot shows the 'Review Approved Allotments' interface. At the top, there are dropdowns for 'Agency' (142-Georgia General Oblig.) and 'Years' (FY 2023). A callout box labeled 'Select Agency' points to the Agency dropdown. Below this is the 'Allotment List' table:

Allotment	Requested Amount
Allotment1	10000
Allotment2	2000000
Allotment3	10000
Allotment4	25000

Each allotment row is expanded to show 'GO Bonds Issued' and 'Total_Program' values. A callout box labeled 'Apply Context to the Allotment to view the detail data' points to the 'Allotment2' row. To the right is the 'Allotment Details' table, which provides a breakdown of funds for the selected allotment. A callout box labeled 'Detail data for the applied context Allotment' points to this table.

Allotment Details			AOB_Amendment Final	Allotment Final
			No_Account	Requested Amount
			New Total	Total_Allotment
GO Bonds Issued	4810401-GO Bonds Issued	State General Funds	944618197	45000
	4810402 - Road and Bridge Projects Issued	State General Funds	29333506	2000000
		Motor Fuel Funds	117254917	
GO Bonds New	4810501-GO Bonds New	State General Funds	94133456	
		Motor Fuel Funds	8560000	
Total_Program	Total_SubProgram	State Funds	1193900076	2045000

At the bottom, a navigation bar includes tabs: 'Enter Allotments', 'Review Approved Allotments' (active), 'Review Status - In Progress', 'Review Status - By Stage', and 'YTD Allotment Summary'. A callout box labeled 'Review Approved Allotments tab' points to the active tab.

Review Status – In Progress

This form will display the In Progress allotments for each Agency by version:

The screenshot shows the 'BM - ALOT - Approval Status In Progress' interface. It features a table with columns for Agency, Allotment, and various status and date fields. The table is filtered to show 'In Progress' status. The data is as follows:

Agency	Allotment	Allotment Agency Request			Allotment OPB Review			Allotment OPB Approval			OPB Warrant Officer			CG Approval
		Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date	Status	Submitted Date	Un-Submitted Date	
142-Georgia General Obligation Debt Sinking Fund	Allotment5	In Progress												
402-Agriculture, Department of	Allotment2	In Progress												
404-Audits and Accounts, Department of	Allotment1	In Progress												
438-Supreme Court	Allotment1									In Progress	10/1/21			
472-Regents, University System of Georgia Board of	Allotment1				In Progress	10/1/21								
474-Revenue, Department of	Allotment1				In Progress	10/5/21								

Review Status – by Stage

This form will display the status (by Stage) for each Agency by version:

BM - ALOT - Approval Status by Stage

Scenario: Budget_Allotment FY 2023

	Allotment Agency Request	Allotment OPB Review			Allotment OPB Approval			OPB Warrant Officer					
		Status_Report	Initial Submitted Date_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	Submitted Date_Report	Un-Submitted Date_Report	Status_Report	
142-Georgia General Obligation Debt Sinking Fund	Allotment1	Submitted	9/19/21	9/19/21		Submitted	9/19/21	Submitted	9/19/21		Submitted	9/19/21	Submitted
	Allotment2	Submitted	9/20/21	9/20/21		Submitted	9/20/21	Submitted	9/20/21		Submitted	9/20/21	Submitted
	Allotment3	Submitted	9/20/21	9/20/21	9/20/21	Submitted	9/20/21	Submitted	9/20/21		Submitted	9/20/21	Submitted
	Allotment4	Submitted	9/21/21	9/21/21		Submitted	9/21/21	Submitted	9/21/21		Submitted	9/21/21	Submitted
	Allotment5	InProgress											
402-Agriculture, Department of	Allotment1	Submitted	9/27/21	9/27/21		Submitted	9/27/21	Submitted	9/27/21		Submitted	9/27/21	Submitted
	Allotment2	InProgress											
404-Audits and Accounts, Department of	Allotment1	InProgress											
438-Supreme Court	Allotment1	Submitted	10/1/21	10/1/21		Submitted	10/1/21	Submitted	10/1/21		InProgress	10/1/21	
472-Regents, University System of Georgia Board of	Allotment1	Submitted	10/1/21	10/1/21		InProgress	10/1/21						
474-Revenue, Department of	Allotment1	Submitted	10/5/21	10/5/21		InProgress	10/5/21						

Enter Allotments | Review Approved Allotments | Review Status - In Progress | Review Status - By Stage | YTD Allotment Summary

YTD Allotment Summary

This report displays the Allotment Summary data for the selected Agency:

NF - YTD Allotment Summary

File Format: PDF

Years: FY23 | Agency: BUA_142

Select Output: PDF Preview

Select Agency

Select Output dropdown selection

NF - YTD Allotment Summary

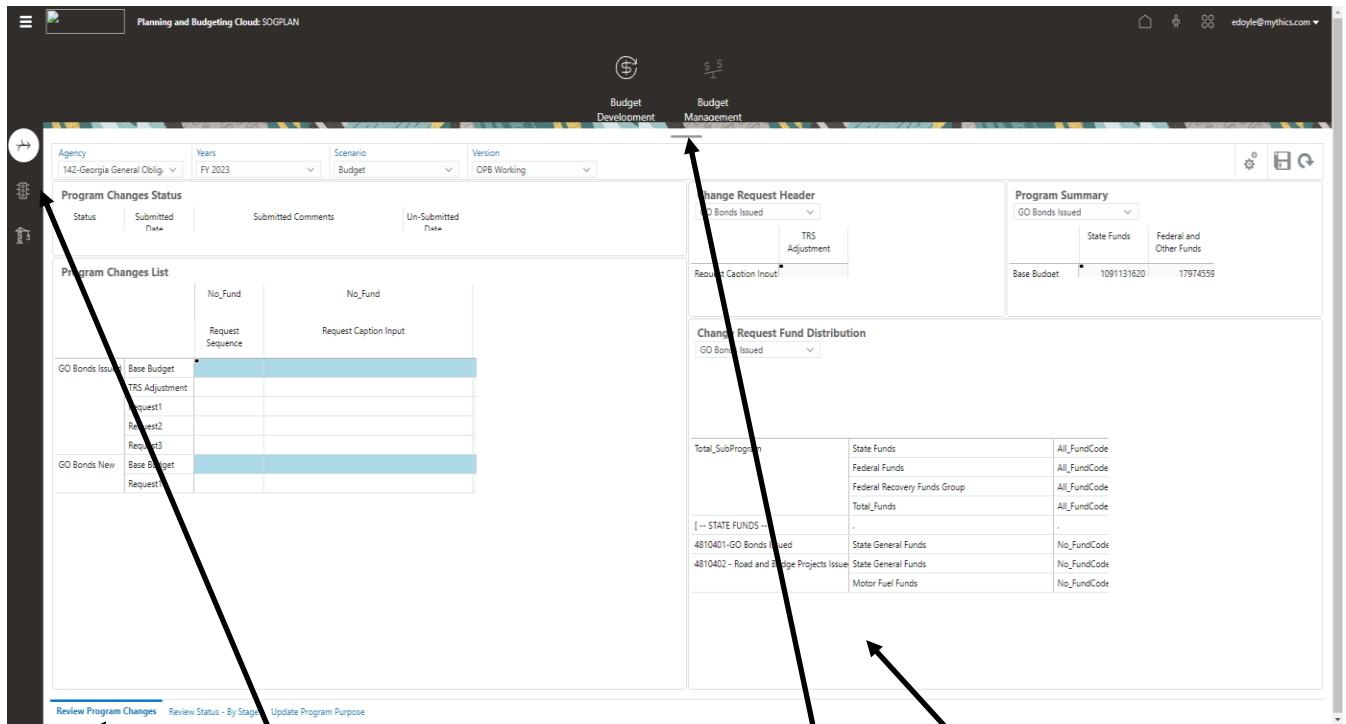
1 / 1 | 100%

YTD Allotment Report
Year: FY23
Agency: 142-Georgia General Obligation Debt Sinking Fund

Total Funds		Appropriation Base Funds								Federal & Other Funds										
		State General	Library	Tobacco	Major Fund	RRR # 12	Marketing/Trade/Promotion Fees	Care Management/Organizational Fees	State Other	State Funds	Federal Funds	Other Funds Group	Federal Recovery Funds Group	Prior Year Funds	Federal and Other Funds					
Approved AOB / Amendments																				
	FY23 2023	1,217,889,822								1,158,473,270										
	Amendment 1	99,000,000								99,000,000										
	9/19/21	1,316,889,822								1,257,473,270										
	Total	1,316,889,822								1,257,473,270										
YTD Approved Allotments																				
Version #	Date	Allot #	Status	Total Funds	State General	Library	Tobacco	Major Fund	RRR # 12	Marketing/Trade/Promotion Fees	Care Management/Organizational Fees	State Other	State Funds	Federal Funds	Other Funds Group	Federal Recovery Funds Group	Prior Year Funds	Federal and Other Funds		
2023124001	9/19/21	AL 1 1	Allotment Final	10,000,000										10,000,000						
2023124005	9/20/21	AL 1 2	Allotment Final	2,000,000										2,000,000						
2023124003	9/20/21	AL 1 3	Allotment Final	10,000,000										10,000,000						
2023124004	9/21/21	AL 1 4	Allotment Final	8,000,000										8,000,000						
YTD Allotment 1				38,000,000										38,000,000						
YTD Allotment 2				1,279,889,822										1,219,473,270						
Available Funds 1				1,289,889,822										1,251,473,270						
Available Funds 2				38,000,000										38,000,000						
Current Request																				
Version #	Date	Allot #	Status	Total Funds	State General	Library	Tobacco	Major Fund	RRR # 12	Marketing/Trade/Promotion Fees	Care Management/Organizational Fees	State Other	State Funds	Federal Funds	Other Funds Group	Federal Recovery Funds Group	Prior Year Funds	Federal and Other Funds		
YTD Allotment - Current Request 1				2,000,000										2,000,000						
YTD Allotment - Current Request 2				1,179,889,822											1,177,473,270					
Ending Balance																				
Remaining Balance 1				1,287,889,822											1,213,473,270					
Remaining Balance 2				38,000,000											38,000,000					

Appendix

Navigation Flow layout:



Available Dashboards/Reports

Tabs associated with budget entry navigations flow:

- Program Change Request
- Program KPIs
- Capital Requests

Dashboard/Report associated with the selected tab

Available Cards

[Return](#)

Dashboard layout – OPB/Program Changes

The OPB/Program dashboard is made up of 4 forms: Program Changes Status, Program Changes List, Change Request Header, Program Summary and Change Request Fund Distribution. The Point of View (POV) for the dashboard is common for all forms. If you change the POV all of the forms are updated with data for that POV.

The Program Changes List form is the Master form. You can set the context for the other forms using the Apply Context function. Apply Context function is accessed by right clicking on the Program in the first column. Once you Apply Context using the Master form, the remaining forms will updated with the data for the selected Program.

The screenshot displays the OPB/Program Changes dashboard interface. At the top, there are filters for Agency (142-Georgia General Oblig.), Years (FY 2023), Scenario (Budget), and Version (OPB Working). The main area is divided into several sections:

- Program Changes Status:** Includes tabs for Status, Submitted, Submitted Comments, and Un-Submitted.
- Program Changes List:** A table with columns for No_Fund, Request Sequence, and Request Caption Input. It lists items like 'GO Bonds Issued' and 'GO Bonds New' with sub-requests.
- Change Request Header:** Includes a dropdown for 'GO Bonds Issued' and a 'TRS Adjustment' button.
- Program Summary:** Includes a dropdown for 'GO Bonds Issued' and buttons for 'State Funds' and 'Federal a Other Fur'.
- Change Request Fund Distribution:** A table with columns for Total_SubProgram, State Funds, Federal Funds, Federal Recovery Funds Group, Total_Funds, and a final column with values like 'All_f', 'All_j', and 'No'.

 A vertical sidebar on the left contains navigation icons. A blue arrow points from the 'Available tabs' box to this sidebar. Black arrows point from the 'Master Form' box to the 'Program Changes List' table, from the 'Point of View (POV)' box to the 'GO Bonds Issued' dropdown in the 'Change Request Header' section, and from the 'Dashboard with forms' box to the overall dashboard content area.

Available tabs:

4. Program Change Request
5. Program KPIs
6. Capital Requests

Master Form

Point of View (POV)

Dashboard with forms

[Return](#)

Apply Context

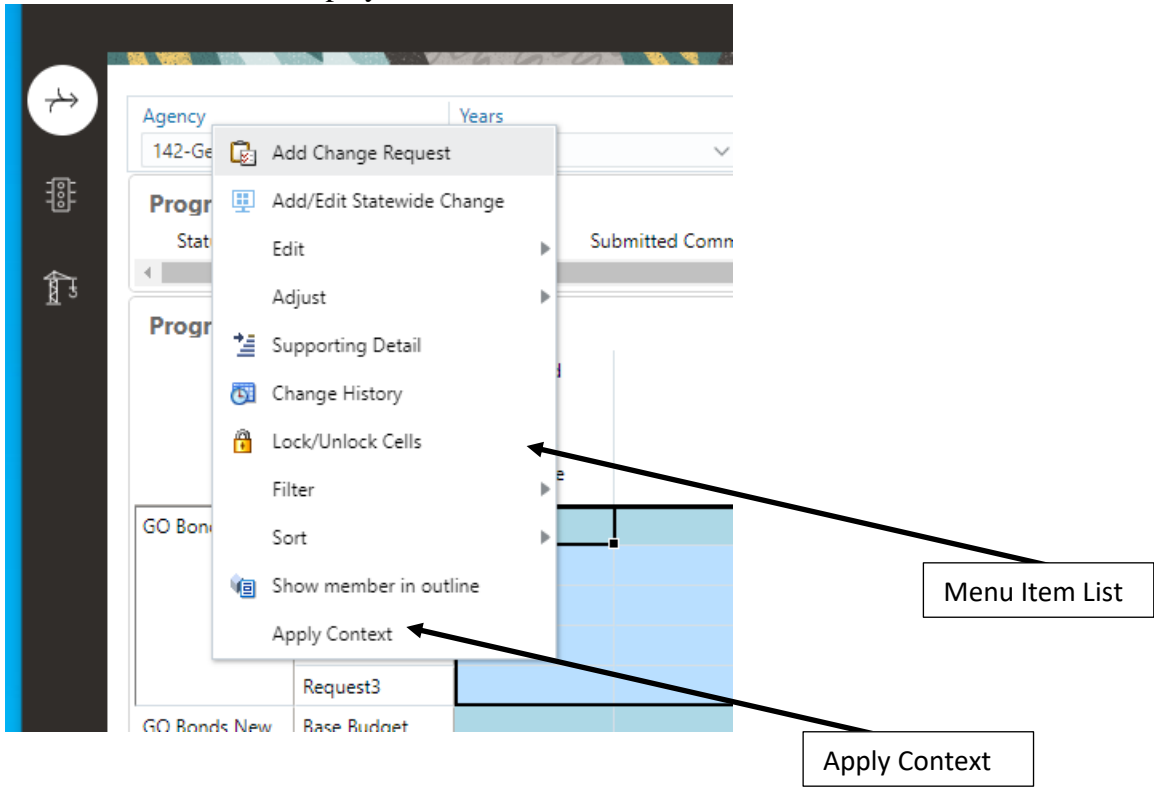
Each dashboard has a Master form (typically the lower left form). This form sets the context for the other forms on the dashboard. To set the Context, Right click on the Master Form in the area that you want the context set.

The screenshot displays the 'Planning and Budgeting Cloud: SOGPLAN' interface. At the top, there are navigation tabs for 'Budget Development' and 'Budget Management'. Below these, there are filter options for 'Agency' (142-Georgia General Oblig.), 'Years' (FY 2023), and 'Version' (OPB Working). The main area is divided into several sections:

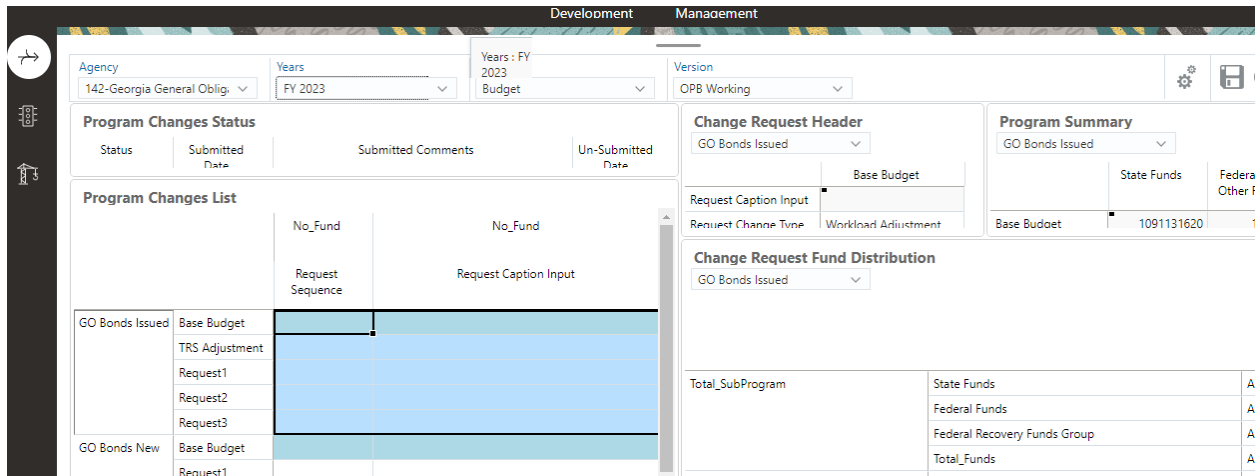
- Program Changes Status:** A table with columns for 'Status', 'Submitted', 'Submitted Comments', and 'Un-Submitted'.
- Program Changes List:** A table with columns for 'Request Sequence' and 'Request Caption Input'. It lists items like 'GO Bonds Issued' (Base Budget, TRS Adjustment, Request1, Request2, Request3) and 'GO Bonds New' (Base Budget, Request1). A callout box points to the 'GO Bonds Issued' row with the text 'Right Click Program GO Bonds Issued'.
- Change Request Header:** A section with a dropdown menu for 'GO Bonds Issued' and a 'TRS Adjustment' button.
- Change Request Fund Distribution:** A section with a dropdown menu for 'GO Bonds Issued' and a table showing 'Total_SubProgram' and 'State Funds'.

Right Click Program
GO Bonds Issued

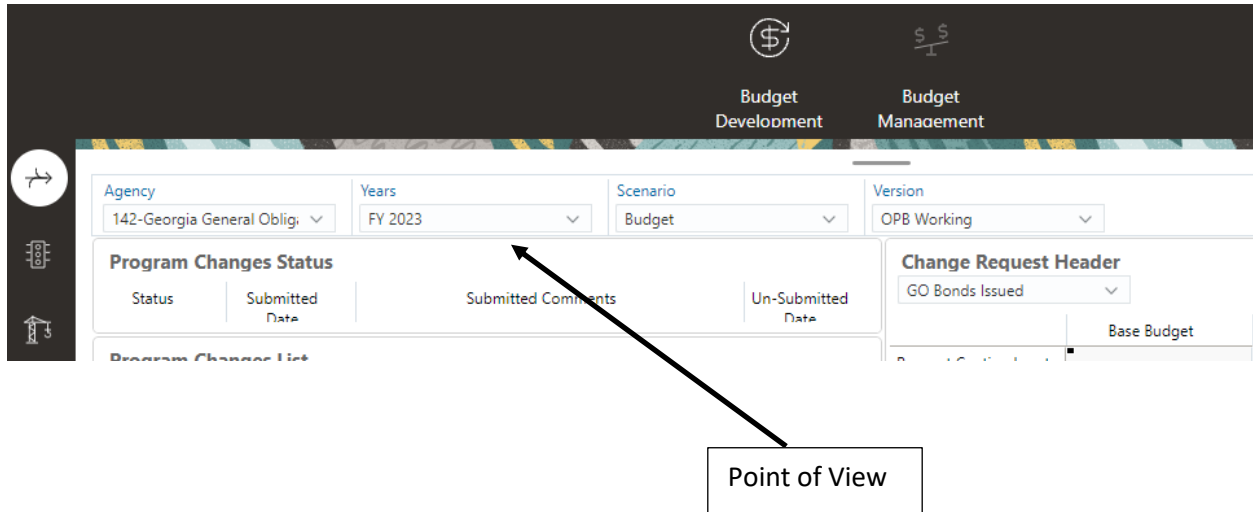
The Menu Item list is displayed:



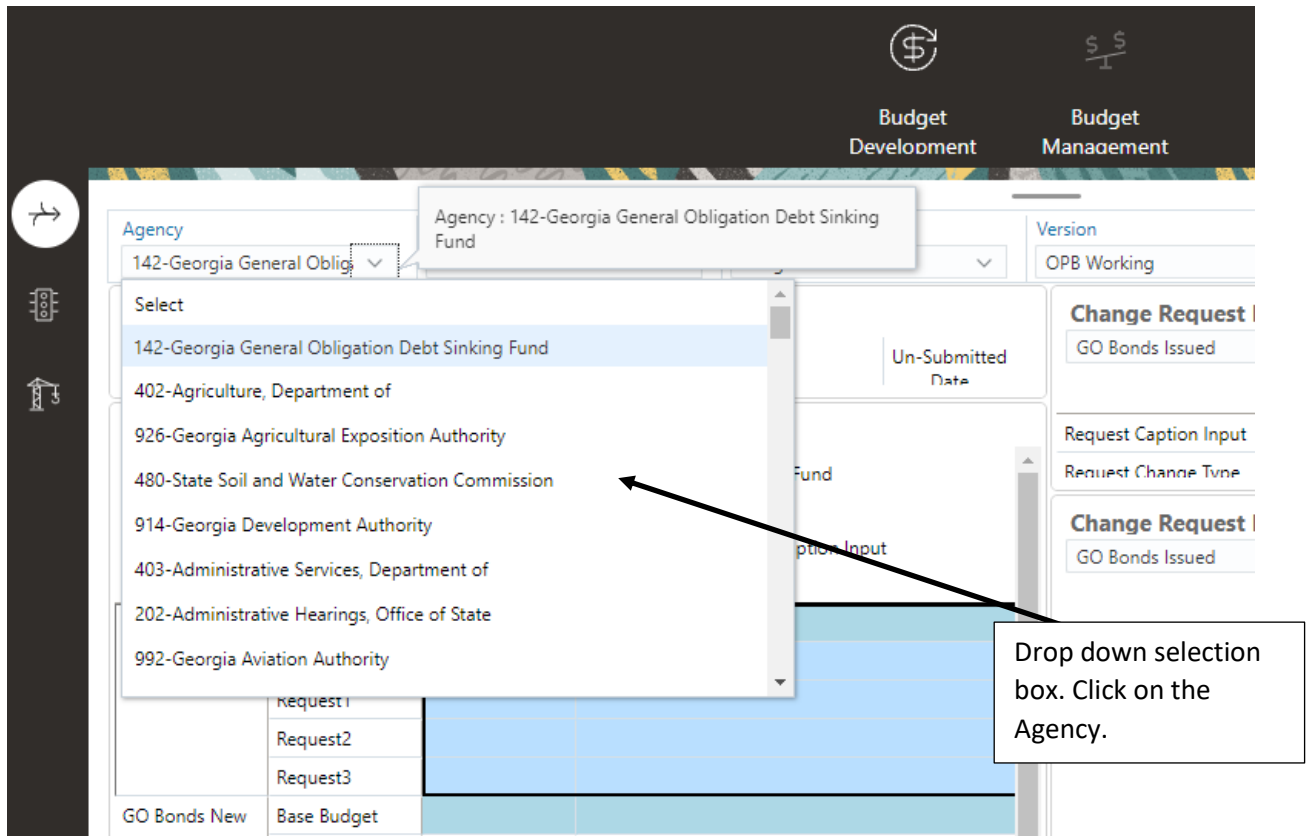
Click Apply Context. The forms on the dashboard are set to the GO Bonds Issued member:

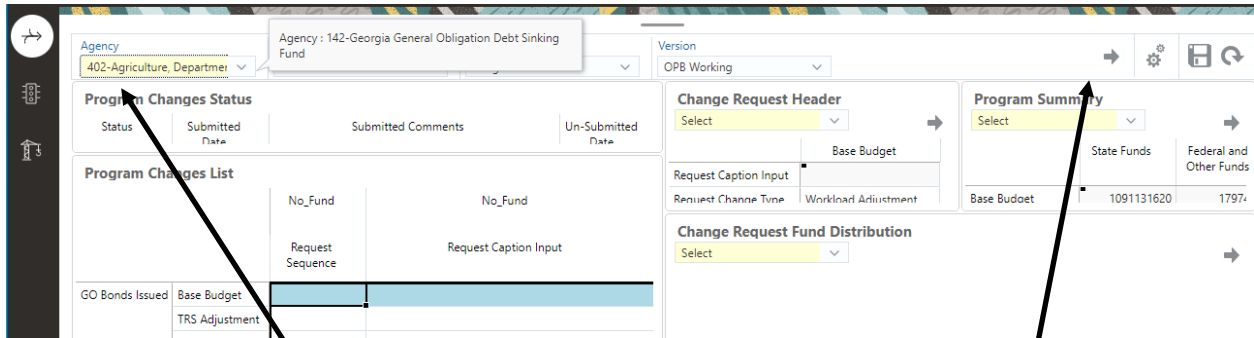


Set the Point of View



To set the Point of View (POV) use the drop down box associated with the dimension that you want to set. To change the Agency POV, click the down arrow on the Agency drop down box and select the Agency. After the selection you need to click the GO icon to update the forms with the selection:

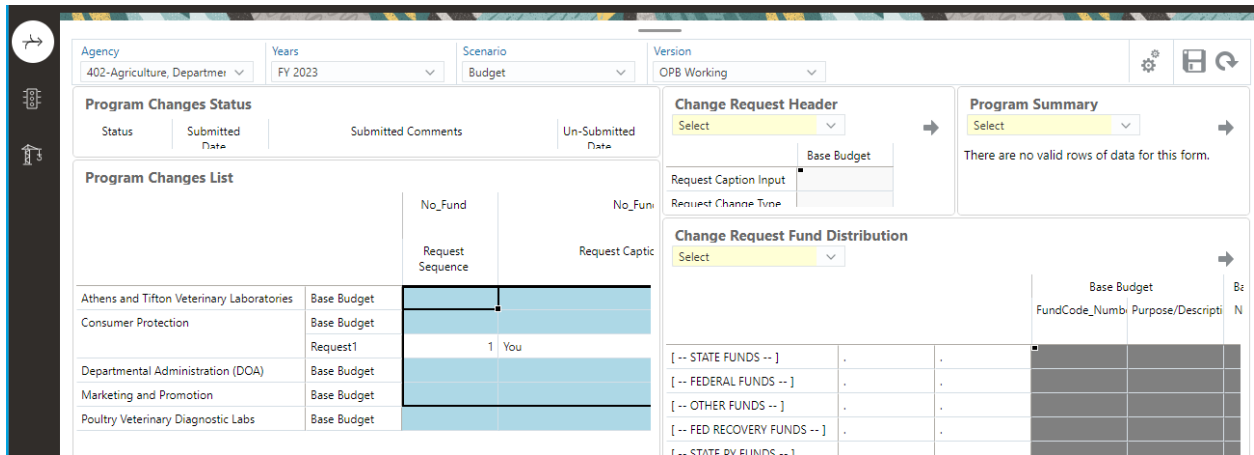




After selecting the new agency, the selection box will have a yellow background and the GO icon will be displayed.

Go Icon

After clicking GO, the forms will be updated with the selected Agency data:

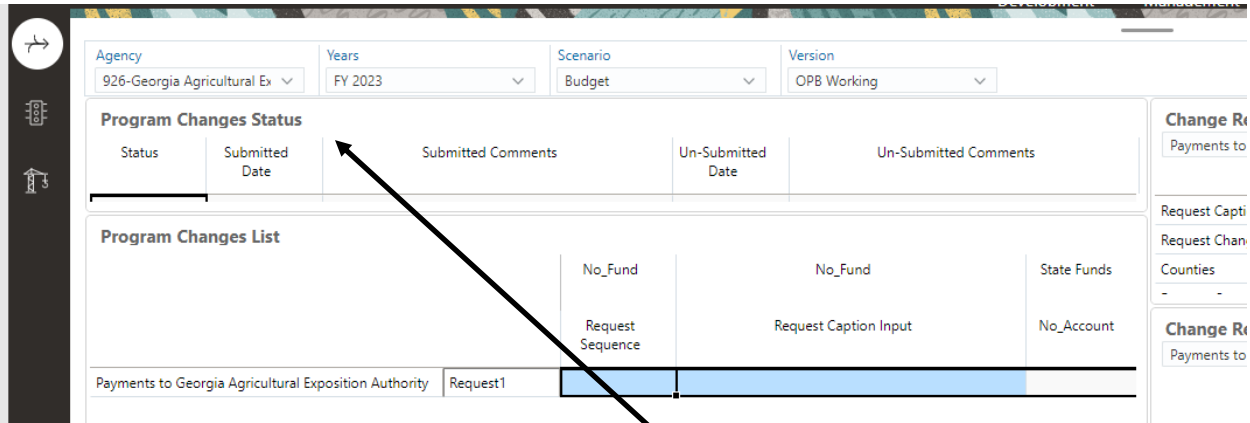


If you change the POV you will need to [Apply Context](#) to the updated data.

[Return](#)

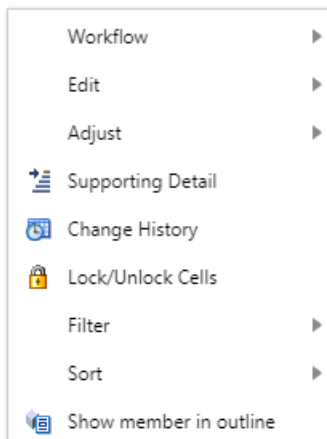
Workflow

Workflow is used to submit your changes to the next level. To submit the changes, Right click on the Program Changes Status form:



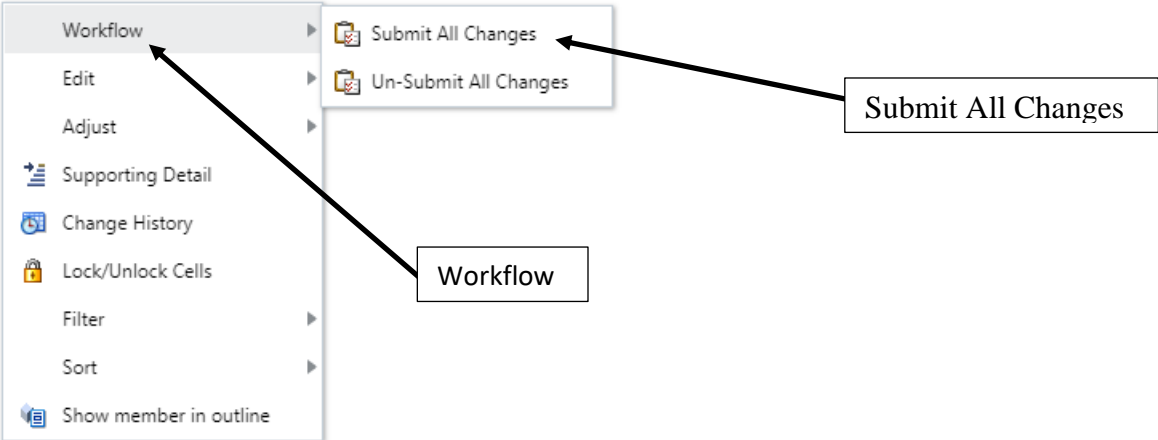
Right click on the Program Changes Status form

The Menu Item list is displayed:

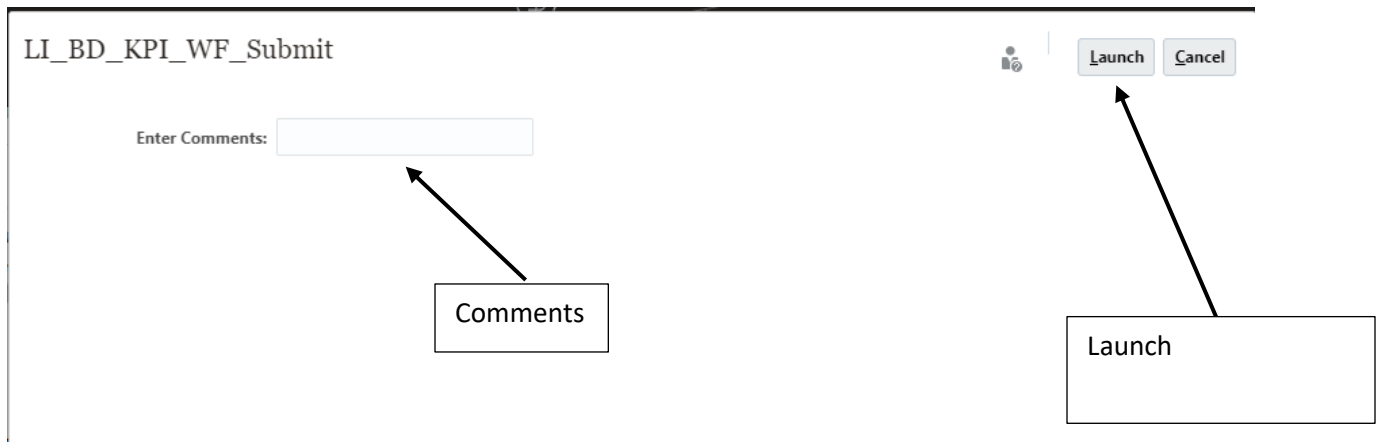


Menu Item List

Click Workflow/Submit All Changes:



The LI_BD_KPI_WF_Submit window is displayed:



Enter Comments and click Launch.

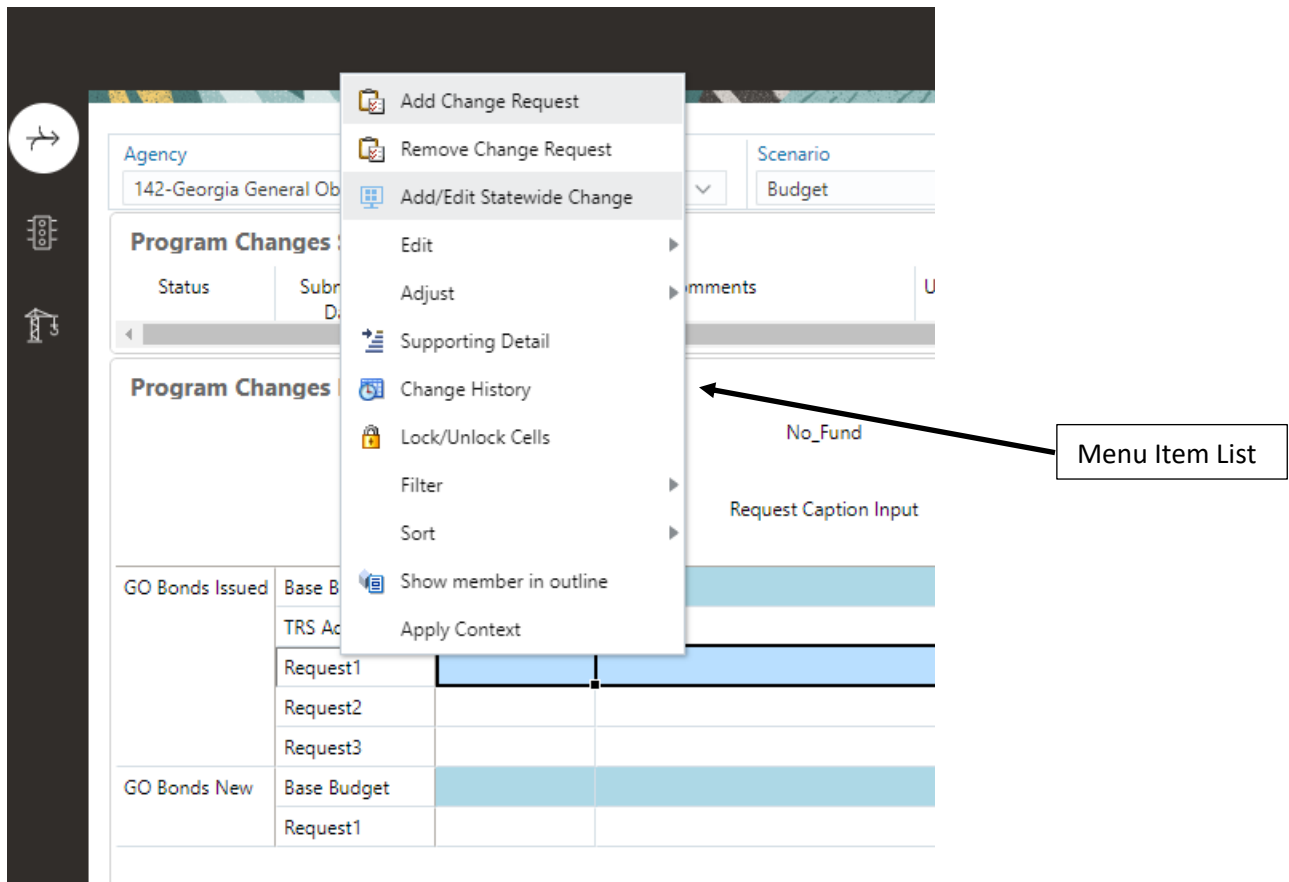
Click Ok – the changes were submitted.

Add Statewide Changes

1. Right click on any Request or Base Budget cell.

Program Changes Status		Status	Submitted Date	Submitted Comments	Un-Submitted Date	Un-Submitted Comments
Program Changes List						
	No_Fund	No_Fund	State Funds	Federal and Other Funds	Total_Funds	
	Request Sequence	Request Caption Input	No_Account	No_Account	No_Account	
GO Bonds Issued	Base Budget		1091131620	17974559	110910617	
	TRS Adjustment			10		
	Request1					
	Request2			0		
	Request3					
GO Bonds New	Base Budget		102693456		102693456	
	Request1			0		

2. The Menu Item list is displayed:



- Click Add/Edit Statewide Change. The BD – OPB – CHR – Statewide Changes form is displayed:

Statewide Changes by Program

	TRS Adjustment	Statewide Changes
Total Program	10	10
[-- By Program --]		
GO Bonds Issued	10	10

Statewide Change Fund Distribution

FundCode_Numbr	Purpose/Descripti	Base Budget No_Account	Base Budget No_Account	Change_Request No_Account	Other SW Change Requests	Total Ch No_Acc
Total_Program	Total_SubProgram					
	State Funds	All_FundCode	1193825076	0	10	115
	Federal Funds	All_FundCode	0			
	Federal Recovery Funds Group	All_FundCode	17974559			
	Total_Funds	All_FundCode	1211799635	0	10	12
[-- STATE FUNDS --]						
GO Bonds Issued	4810401-GO Bonds Issued	State General Funds	No_FundCode	944543197	0	10
	4810402 - Road and Bridge Projects Issue	State General Funds	No_FundCode	29333506		
		Motor Fuel Funds	No_FundCode	117254917		11
GO Bonds New	4810501-GO Bonds New	State General Funds	No_FundCode	94133456	0	1
		Motor Fuel Funds	No_FundCode	8560000		
[-- FEDERAL FUNDS --]						
GO Bonds Issued	4810401-GO Bonds Issued	99.999 - Federal Funds Not Itemized	FundCode_1	Subsidy offset for Build America Bonds	0	
[-- OTHER FUNDS --]						
[-- FED RECOVERY FUNDS --]						
GO Bonds Issued	4810401-GO Bonds Issued	99.999 - Federal Recovery Funds Not Itemized-Recover	FundCode_1	Subsidy offset for Build America Bonds	17974559	

- Right click on Statewide Changes title in the Statewide Changes by Program form:

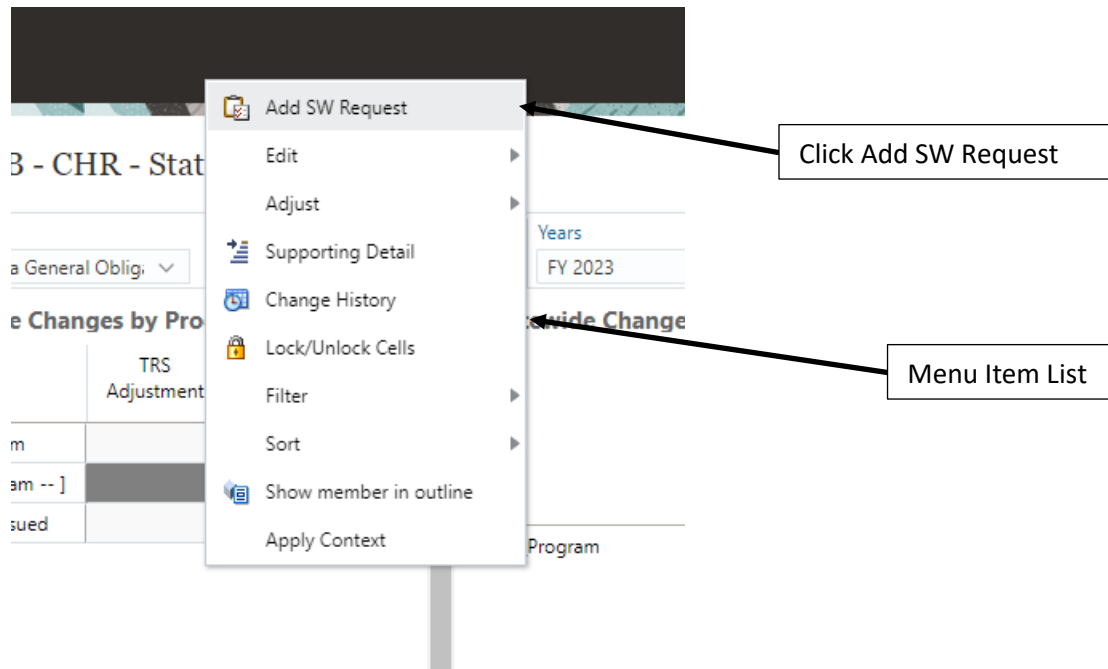
Statewide Changes by Program

	TRS Adjustment	Statewide Changes
Total Program	10	10
[-- By Program --]		
GO Bonds Issued	10	10

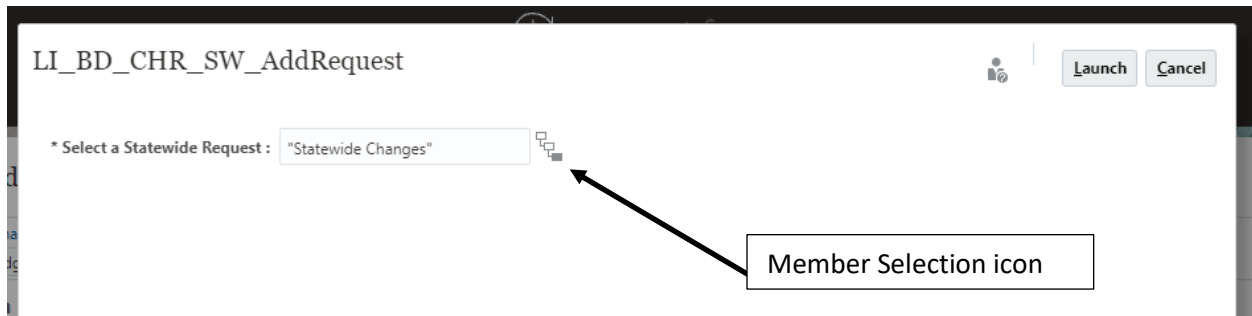
Statewide Change Fund Distribution

FundCode_Numbr	Purpose/Descripti	Base Budget No_Account	Base Budget No_Account	Change_Request No_Account	Other SW Change Requests	Total Ch No_Acc
Total_Program	Total_SubProgram					
	State Funds	All_FundCode	1193825076	0	10	115
	Federal Funds	All_FundCode	0			
	Federal Recovery Funds Group	All_FundCode	17974559			
	Total_Funds	All_FundCode	1211799635	0	10	12
[-- STATE FUNDS --]						
GO Bonds Issued	4810401-GO Bonds Issued	State General Funds	No_FundCode	944543197	0	10
	4810402 - Road and Bridge Projects Issue	State General Funds	No_FundCode	29333506		
		Motor Fuel Funds	No_FundCode	117254917		11
GO Bonds New	4810501-GO Bonds New	State General Funds	No_FundCode	94133456	0	1
		Motor Fuel Funds	No_FundCode	8560000		
[-- FEDERAL FUNDS --]						
GO Bonds Issued	4810401-GO Bonds Issued	99.999 - Federal Funds Not Itemized	FundCode_1	Subsidy offset for Build America Bonds	0	
[-- OTHER FUNDS --]						
[-- FED RECOVERY FUNDS --]						
GO Bonds Issued	4810401-GO Bonds Issued	99.999 - Federal Recovery Funds Not Itemized-Recover	FundCode_1	Subsidy offset for Build America Bonds	17974559	

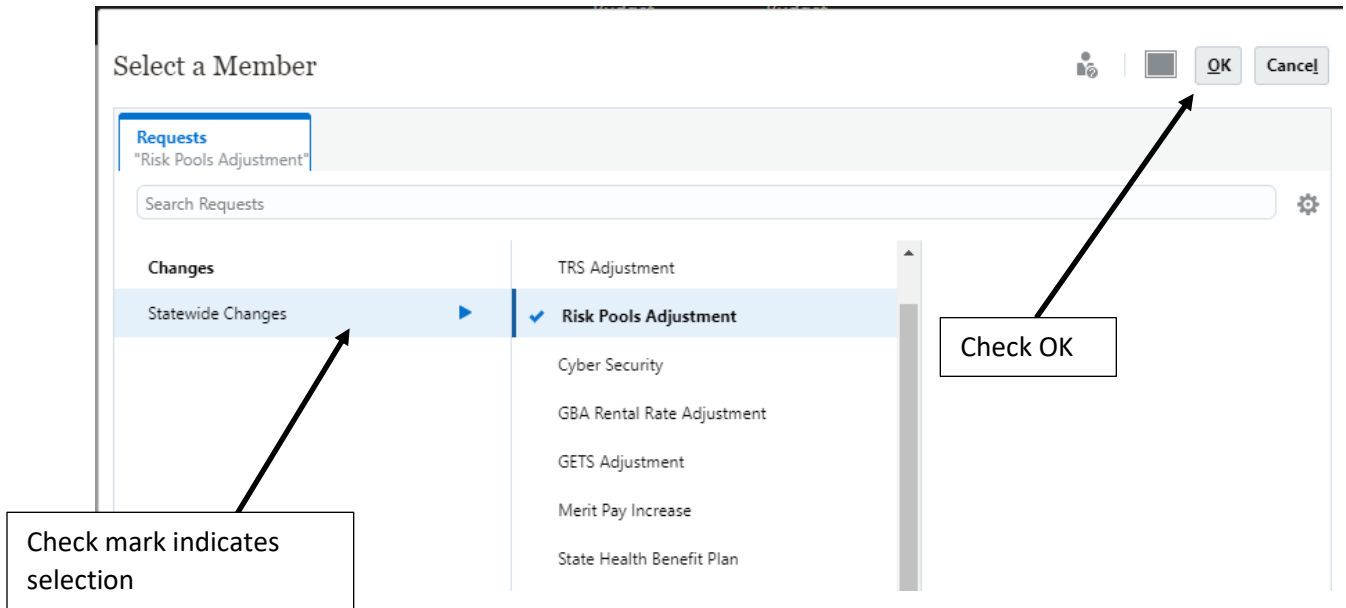
5. The Menu Item list is displayed. Click on Add SW Request:



6. The LI_BD_CHR_SW_AddRequest selection window is displayed:



7. Using the Member selection icon select the request to be added:

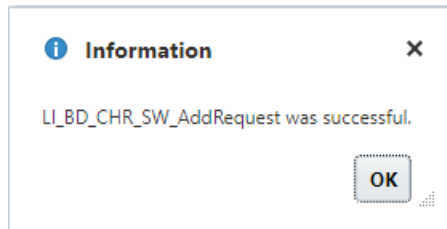


9. Click OK

10. Click Launch:



11. The information window is displayed. Click OK:



12. Risk Pools Adjustment is added:

BD - OPB - CHR - Statewide Changes

Agency: 142-Georgia General Oblig; Scenario: Budget; Years: FY 2023

	TRS Adjustment	Risk Pools Adjustment	St C
Total_Program	10		
[-- By Program --]			
GO Bonds Issued		10	
			Total_Program

Risk Pools Adjustment is added

[Return](#)