

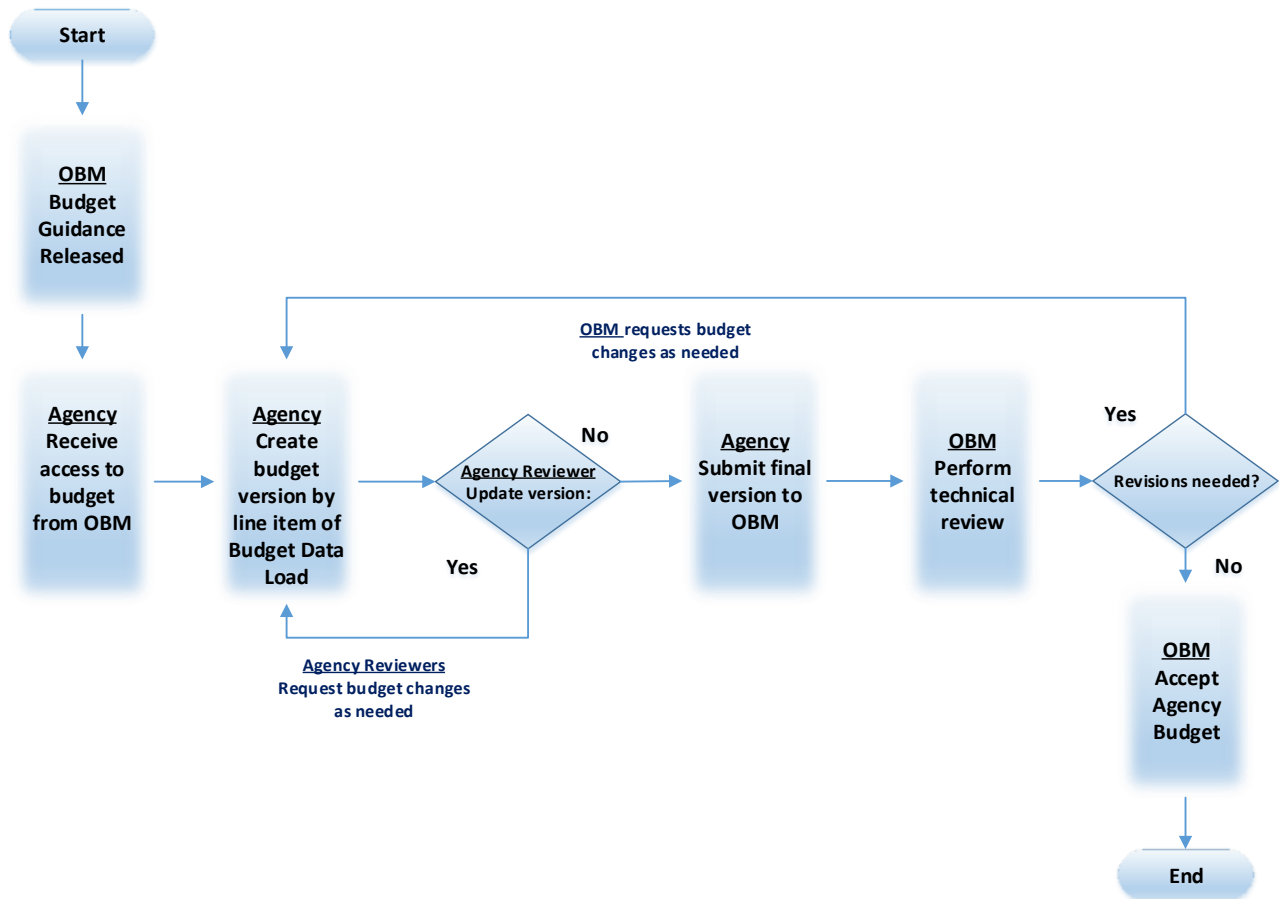
AGENCY BPM – OPERATING BUDGET QUICK STEPS

Working with Planning Centers

The planning centers are the basic structure of an agency’s budget. They are created by agencies to break down the budget level that OBM requires into smaller budget units that roll back up to the OBM level.

There are separate planning centers for each scenario/activity within **BPM** (OPA, OPB, OPC, REV, TRF).

OVERVIEW OF AGENCY BUDGET PROCESS



Agency Request Model

Below is an example of the **Agency Request Model** for the fiscal years 2018-2019 biennium. The model shows the names and naming convention for the model, activities and scenarios. This document is created by OBM and provided to the agency for use in creating budget requests.

Model Name		Activity Name		Scenario Name		Planning Center
1819_OPER_AGY	Agency Request - Operating	AGYOPA	Expense Type A	1819AGYOPA	FY 2018 - 2019 Expense A Request	Deptid
		AGYOPB	Expense Type B	1819AGYOPB	FY 2018 - 2019 Expense B Request	Deptid
		AGYOPC	Expense Type C	1819AGYOPC	FY 2018 - 2019 Expense C Request	Deptid
		AGYREV	Revenue - Non-GRF	1819AGYREV	FY 2018 - 2019 Revenue Estimates	Deptid
		AGYTRF	Transfers - Non-GRF	1819AGYTRF	FY 2018 - 2019 Transfer Estimates	Deptid
		TARGETA	Target A	1819TARGTA	FY 2018 - 2019 Target A	Deptid
		TARGETB	Target B	1819TARGTB	FY 2018 - 2019 Target B	Deptid
		TARGETC	Target C	1819TARGTC	FY 2018 - 2019 Target C	Deptid
		AGYCUR	Current Year Estimated Expense	1819AGYCUR	FY 2018 - 2019 Current Year Estimates	Deptid
		AGYAPR	Current Year Appropriation	1819AGYAPR	FY 2018 - 2019 Current Year Appropriation	Deptid

Key Points

Use the **My Planning Workspace** page to do and check budgeting and planning tasks, including:

- Review the status of a planning center scenario/activity
- Enter ChartField strings for a planning center budget or **Budget Data Load** spreadsheet
- Submit a planning center budget for review