ORIGINAL BUDGET 2013-14 FISCAL YEAR BASED ON PRIOR YEAR

INSTRUCTIONS: This form will be used to establish your 2013-14 Discretionary Projected Budgets into PROMT. Please indicate how you would like your budget loaded and reflected in the system. Based on the 2012-13 Actual Budget, complete the 2013-14 requested amounts column with the amount requested for the 2013-14 fiscal year. Use the comments column to explain the requested change. If the same amount is requested, enter that amount in the 2013-14 requested Amounts column and indicated "No Change" in the comments sections. It is also imperative to review that your coding is accurate.

SAMPLE

1	*01*	*141*	*5105*	*1*	*672500*	*0000*	*00*	*$150,000*	*$ 100,000.00*	*elimination of XYZ consulting services 2012 13*
1	*01*	*141*	*5203*	*1*	*672500*	*0000*	*00*	*$5,000*	*$ 5,000.00*	*No Change*

Location	Fund	Cost Center	Object Code	Program	Activity Suffix	Project	Acct Line	2012-13 Actual Budget	2013-14 Requested Amounts	Comments
1	01	165	4304	1	672500	0000	00	0.00		
1	01	165	4304	1	677300	0000	00	2,114.00	$2,114.00	
1	01	165	4304	1	677500	0000	00	5,194.00	$5,194.00	
1	01	165	4305	1	677300	0000	00	3,000.00	$3,000.00	
1	01	165	5203	1	677500	0000	00	0.00	$0.00	
1	01	165	5205	1	677500	0000	00	800.00	$800.00	
1	01	165	5603	1	677500	0000	00	19,650.00	$19,650.00	
1	01	165	5604	1	677500	0000	00	2,255.00	$2,255.00	
1	01	165	5865	1	677500	0000	00	12,820.00	$12,820.00	
1	01	165	5867	1	677300	0000	00	200.00	$200.00	
1	01	165	5882	1	677300	0000	00	4,574.00	$4,574.00	
1	01	165	5882	1	677500	0000	00	850.00	$850.00	
1	01	165	5202	1	677500	0000	00	700.00	$700.00	
										Less Utilities
								52,157.00	52,157.00	TOTAL

52,157.00 Total must equal

\- GREAT JOB

Authorized Signature: _____

Return to District Office prior to April 19,2013