

Budget Systems

BPAS

Budget Planning
and
Analysis System

FNTS

Fiscal Note
Tracking System

CBS

Capital Budget
System

Newsletter

August 2014

BPAS Budget Planning and Analysis System

BPAS was opened to agencies on August 26 for base budget development. FY14 and FY15 data as of August 15 was loaded from SWIFT, FY15 revenue and expenditure budgets as well as direct appropriations were pushed into FY16 – FY19. Please review budget data and follow base budget instructions posted on MMB's website.

FY12 - FY14 FTE data will be reloaded from SEMA4 next week to ensure that FTE data matches official FTE reporting for the state. Agencies should not make adjustments to FY12 – FY14 data. If adjustments are necessary, please inform your Executive Budget Officer of the changes, amendments to the official FTE reports may be necessary. For those agencies that have already made changes to FTE data in FY12 - FY14, your changes will be overridden.

FY12 – FY14 data will be opened to Fiscal Analysts shortly. Fiscal Analysts will have access to BPAS reports and will only be able to view FY12 – FY14 actual data until the budget years are opened to them in November.

PowerPoint presentations and exercises used in the new user and refresher trainings are posted online. The system overview training video has been completed and will be posted online shortly. Training videos currently in development include:

- Standard Reporting – *ETA Next Week*
- Smartview Reporting
- Budget Development Examples
- Change Application

Emails will be sent as videos are posted. Workshops will be held every Friday from September 12 through October 10, 10:00 to 12:00. Agencies can attend a

workshop to complete budget development with budget division staff available to answer questions.

Please contact the SWIFT helpdesk (651-201-8100, Option 3) if you have BPAS system questions or your Executive Budget Officer if you have agency specific budget questions.

FNTS Fiscal Note Tracking System

User Acceptance Testing (UAT) Scheduled

UAT will be held in October. Participants will try out the new FNTS and provide feedback to help MMB prepare for User Training in December and the new system's launch on January 2nd. The scheduled test dates and times are:

October 13	9:00 AM-Noon
October 14	1:00-4:00 PM
October 15	9:00 AM-Noon
October 16	1:00 – 4:00
October 21, 22, 23	9:00 AM-Noon; 1:00-4:00 PM

If you would like to volunteer, complete the sign-up form posted on [MMB's website](#).

When the new FNTS goes live and the existing system is retired, you will still be able to search for and access completed fiscal notes from the 1997-98 through 2013-14 legislative sessions on MMB's website.