



APPROP – Appropriation Maintenance

Revised June 2019

The APPROP program is divided into three sections: Next Year Proposed options, Initial/Permanent Account Balances options, and GAAP Original Amounts.

NEXT YEAR PROPOSED

1. **NYPINI:** Initializes the Next Year Proposed Amount fields

The NYPINI option will set the value of the Next Fiscal Year Proposed Amount to zero on budget or revenue accounts. It is recommended to run NYPINI before entering amounts in the NYPMASS and NYPMNT programs.

2. **NYPMASS:** Mass change the Next Year Proposed Amount fields

The NYPMASS program allows you to mass change the values for the Next Year Proposed fields. You choose whether to update budget or revenue accounts. There are different options available to calculate the mass changes. You have the option of selecting specific accounts by use of wildcards or ranges of accounts, but only active accounts will be updated.

3. **NYPMNT:** Maintain the Next Year Proposed Amount for each account individually

The NYPMNT program allows you to maintain the Next Year Proposed Amount for each account individually. You choose whether to update budget or revenue accounts.

4. **NYpload:** Update Proposed Amounts from CSV/TAB-delimited file

The NYpload program allows you to load the Next Year Proposed Amounts from a CSV or TAB-delimited input file.

INITIAL/PERMANENT ACCOUNT BALANCES

5. **IABMASS:** Mass change the Initial Account Balances

The IABMASS program allows you to enter temporary or permanent amounts into the initial budget or initial revenue fields by mass changing the amounts based on a percentage of last fiscal year's actual expenditures or a percentage of last fiscal year's actual receipts.

6. **IABMNT:** Maintain the Initial Account Balances

The IABMNT program allows you to maintain the Initial Account Balances for budget or revenue accounts. These may be temporary or permanent balances. If they are temporary balances, they may be made permanent by using the PABMNT option.



7. **PABMNT:** Maintain the Permanent Account Balances

The PABMNT program allows you to maintain the Permanent Account Balances for budget or revenue accounts. Use this option when changing temporary to permanent balances whether the initial amounts were entered using NYPMASS, NYPMNT, NYPLOAD, IABMNT, IABMASS, or IABLOAD.

8. **IABLOAD:** Update Initial Balances from CSV/TAB-delimited file

The IABLOAD program allows you to load initial budget amounts or initial revenue estimate amounts from a CSV or TAB-delimited input file.

GAAP ORIGINAL AMOUNTS

9. **GAAPSET:** Mass Update GAAP Original Budget/Estimate fields

The GAAPSET option will allow you to mass change the GAAP Original Budget/Original Estimate fields on the account records to the current expendable/receivable amounts. You have the option of selecting specific accounts by use of wildcards or ranges of accounts.