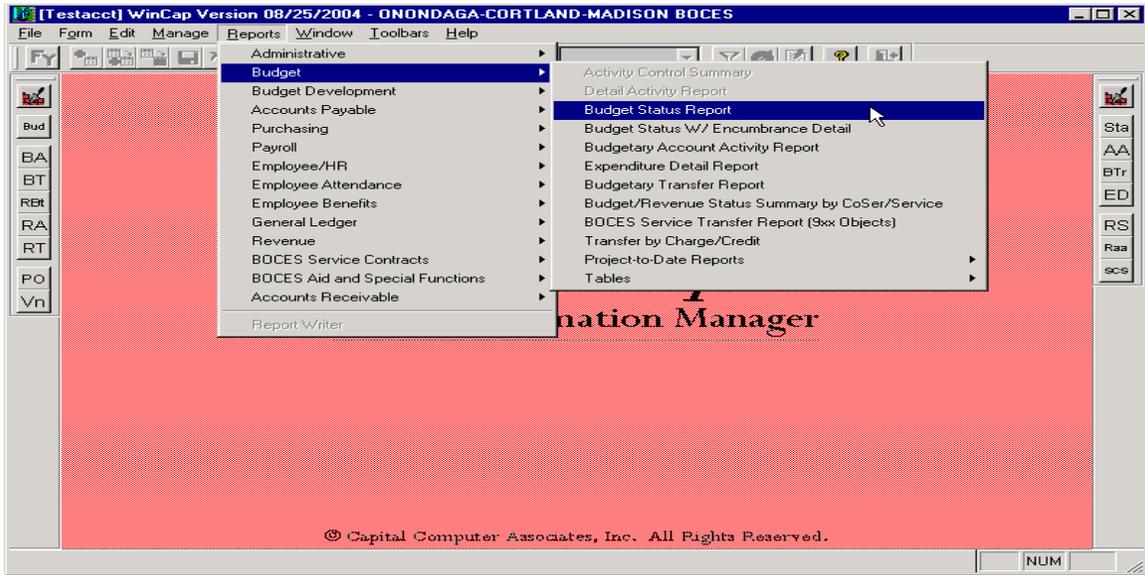
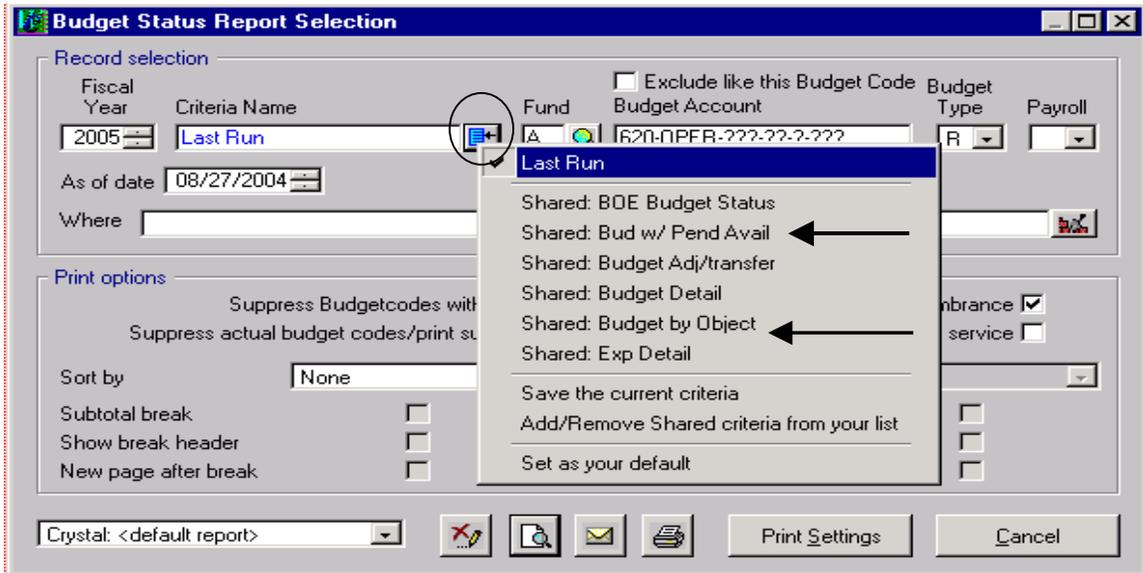


WinCap Budget Reports

The Budget Status Report will provide you with a summary presentation of selected budget accounts.



When the Budget Status Report Selection opens, you have many different options when defining a report. OCM Boces has developed a few different reports that the criterion has been pre-defined for you. To run any of these reports you will simply select one of them from the list by clicking on the “Options” button.

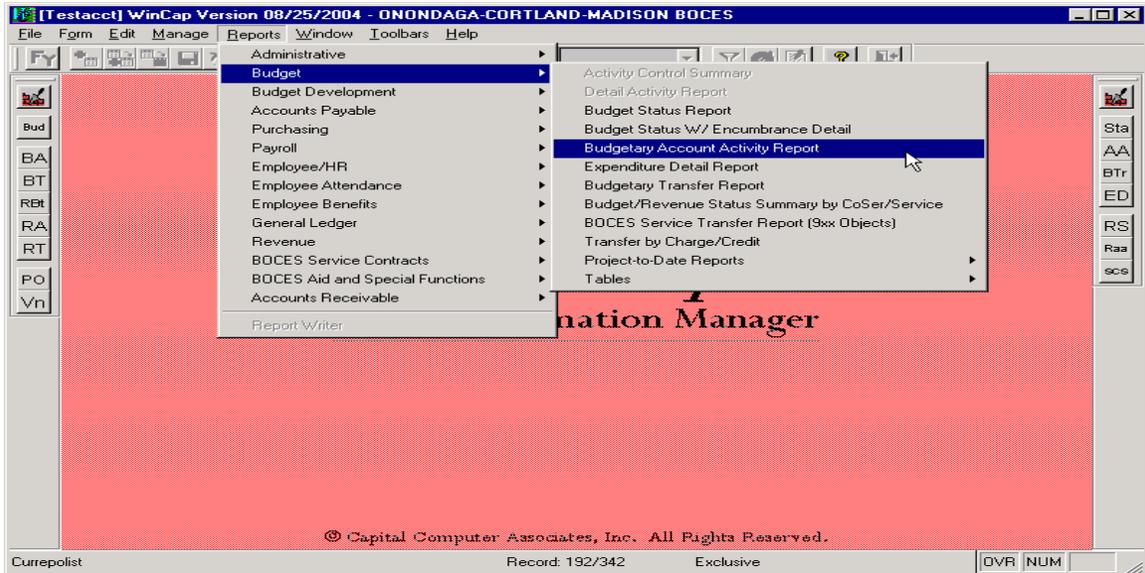


Budget by Object – will provide by object code a summary of each Budget Account’s Initial Budget, Adjustments, Current Budget, YTD Expenditures, Encumbrances Outstanding, Unencumbered Balance and Pending Encumbrance, with a grand total at the end of the report.
(See attached report 1)

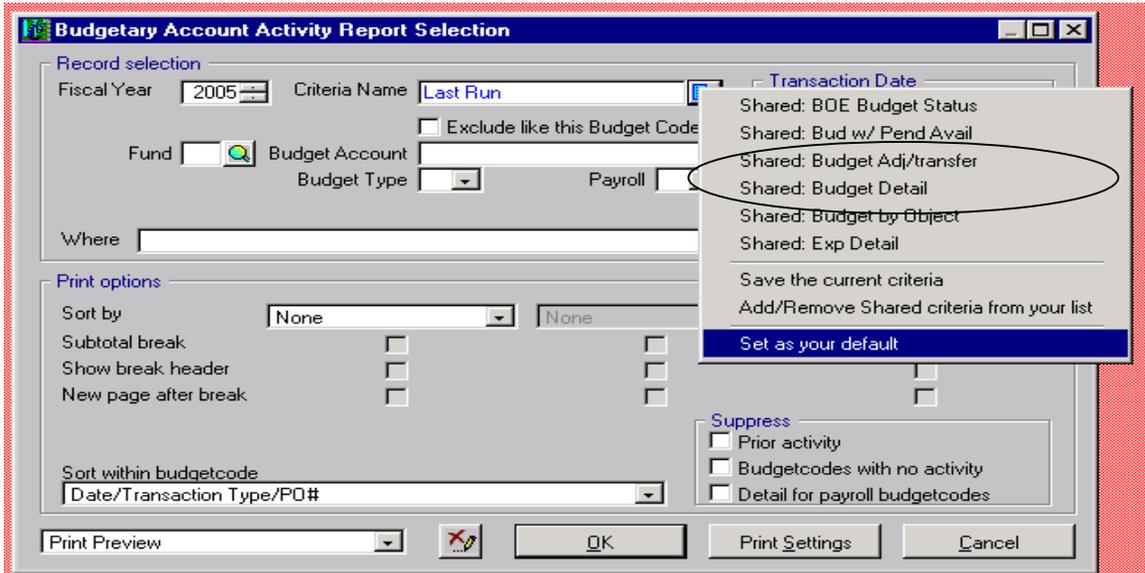
Budget w/Pend Avail - will provide by object code a summary of each Budget Account’s Initial Budget, Current Budget, YTD Expenditures, Encumbrances Outstanding, Unencumbered Balance, Pending Encumbrance, and Available Balance, with a grand total at the end of the report. (See attached report 2)

Both of these reports are Budget Year-to-Date type reports that provide a one Line summary per Budget Account(s).

Budgetary Account Activity Report will provide you with a detailed presentation of information for selected budget accounts.



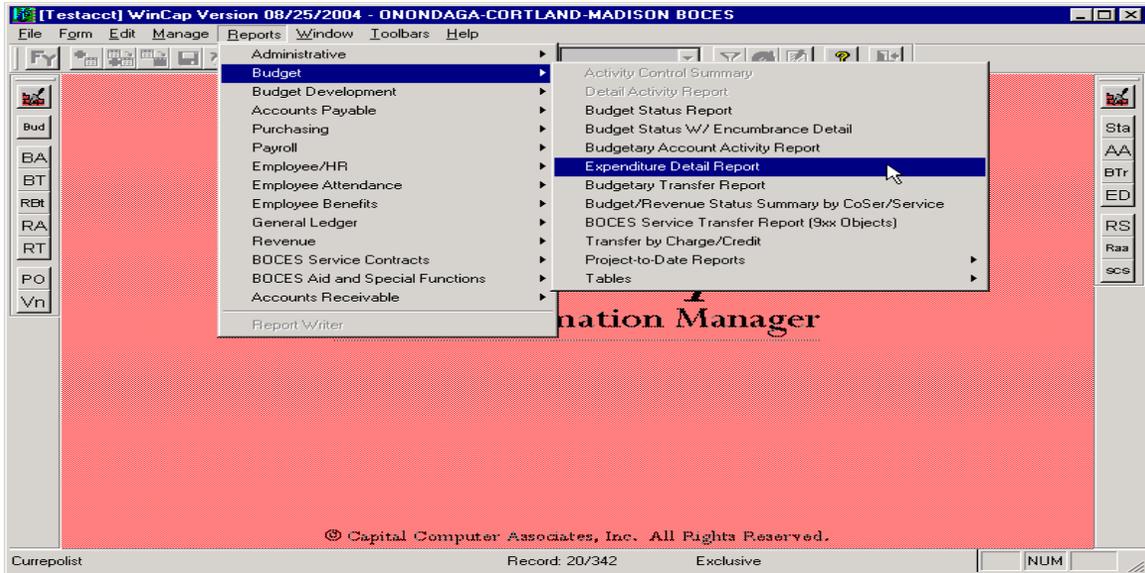
When the Budgetary Account Activity Report Selection opens, you have many different options when defining a report. OCM Boces has developed a few different reports that the criterion has been pre-defined for you. To run any of these reports you will simply select one of them from the list by clicking on the “Options” button.



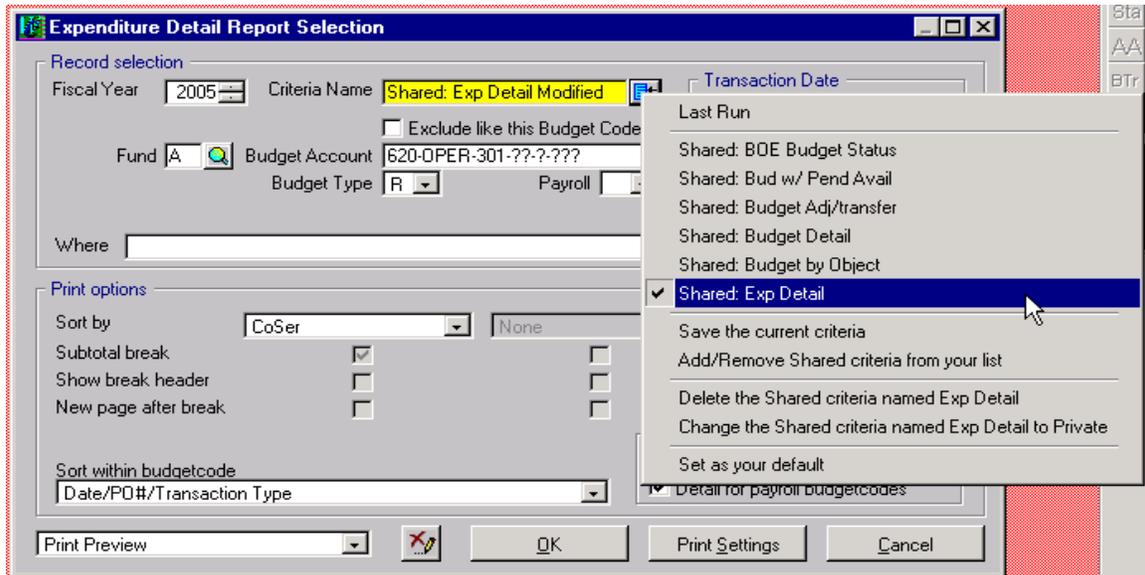
Budget Adj/Transfer - will provide you with the detail of any budget adjustments or budget transfers that had taken place for the selected Budget Accounts.
(See attached report 3)

Budget Detail - will provide you with the all the detail that has taken place for the selected Budget Accounts.
(See attached report 4)

Expenditure Detail Report will provide you with a detailed presentation of information for selected budget accounts.



When the Expenditure Detail Report Selection opens, you have many different options when defining a report. OCM Boces has developed a few different reports that the criterion has been pre-defined for you. To run any of these reports you will simply select one of them from the list by clicking on the “Options” button.



Exp Detail -

will provide you with all of the expenditure detail for the selected Budget Accounts.
(See attached report 5)