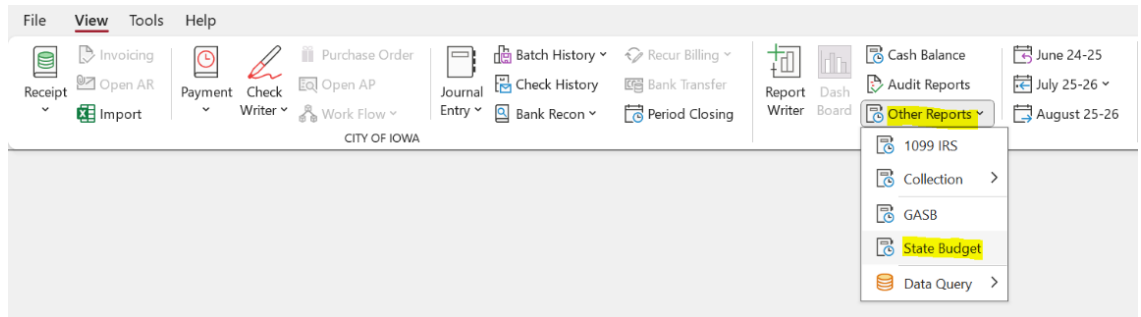


IOWA STATE BUDGET REPORTING MODULE

This module generates figures for both Budget and Financial reports. It can be found in the Other Reports menu.



To allow the system to gather the correct budget/actual figures, it will need to know which account, fund, department, source, object, or at time, a combination of those to pull the amounts from. Below is a sample of how such selections can be attached to an item in the report.

The screenshot shows the 'IOWA Annual Financial Reporting Template for Fiscal 24-25' for City Number 25-232. The main table is titled 'REVENUE AND OTHER FINANCING RESOURCES' and has columns for GOVERNMENT ACTIVITIES, GENERAL, SPECIAL REVENUE, TIF SPECIAL REVENUES, DEBT SERVICE, CAPITAL PROJECTS, PERMANENT, and PROPRIETARY. A 'Template Mapping' dialog box is open, showing a list of accounts and their corresponding fund, function, type, and source. The dialog box has a 'Save Link' button and a text field containing '([Account]='R 001-4030-1-4310)'. A callout box points to the dialog box with the text: '3 ways to bring up the the Template Mapping screen: double click on a cell, click on link at bottom of window, or options/Report Template/Template mapping'.

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY
<input checked="" type="checkbox"/> Taxes levied on property	279,100	113,010		72,040			
<input type="checkbox"/> Less: Uncollected Property Taxes - Levy Y	3						
<input type="checkbox"/> Delinquent Property Taxes	5						
<input checked="" type="checkbox"/> TIF Revenues	7		646,252				
<input checked="" type="checkbox"/> Utility Franchise Tax (Chapter 364.3, Cod	9	2,980					
<input type="checkbox"/> Parimutuel Wager Tax	10						
<input type="checkbox"/> Gaming Wager Tax	11						
<input type="checkbox"/> Mobile Home Tax	12						
<input checked="" type="checkbox"/> Hotel / Motel Tax	13	8,890	8,890				
<input checked="" type="checkbox"/> Other Local Option Taxes	14		431,000				
<input checked="" type="checkbox"/> Section B - Licenses and Permits	16	54,200					
<input checked="" type="checkbox"/> Interest	18	31,200					
<input checked="" type="checkbox"/> Rents and Royalties	19	44,200					
<input checked="" type="checkbox"/> Other Miscellaneous Use of Money and Pr	20	0					
<input checked="" type="checkbox"/> Federal Grants and Reimbursements	26						
<input checked="" type="checkbox"/> Federal Grants	27						
<input checked="" type="checkbox"/> Community Development and Block Gran	28						
<input checked="" type="checkbox"/> Housing and Urban Development	29						
<input checked="" type="checkbox"/> Public and Assistance Grants	30						
<input checked="" type="checkbox"/> Payment in Lieu of Taxes	31						

The easiest way to bring up the “mapping” tool is to double-click on the reported item on the form. Once selection is made, click Save. The system will fetch the amount as defined by the selection. If the amount does not reflect what it should be, chances are the selection is not correct and may need to be re-defined. To review selections for all items being reported, select “Preview Template” in the Options menu. Selections are retained for following reporting years.

Display pages mirror actual reporting pages. Click on the arrow at the top right corner to jump between pages. The Reporting Template has all entries as defined by the State. Under the Options menu, Set View Filter to Selected Rows to limit display to only applicable items for the city.

During budget reporting time, set your selection to “Budget” view at the bottom left of the screen. During time of financial reporting, switch to “Financial” instead.

Budget reporting can be uploaded to the State website. Use the Reports option at the bottom right of the screen and select State e-File. Once the budget file is uploaded, all State Budget Reports can be produced directly from the State website based on the uploaded information.

The State does not have the option to upload the Financial Report file. Banyon, however, will generate a similar report with all reporting numbers based on the selections.