Appropriation

Overview

The Materiel Management/Inventory Control Point (MM/ICP) module Appropriation process provides the ability to view, create, edit, or delete a record for funding and appropriation information.

Navigation

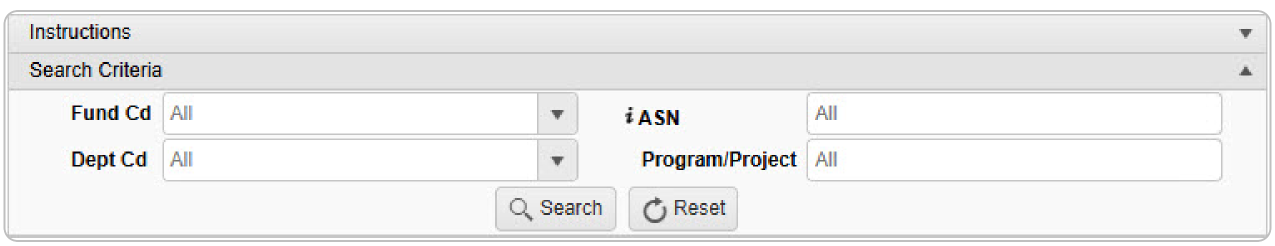
MASTER DATA MGMT > Appropriation > Appropriation page

Procedures

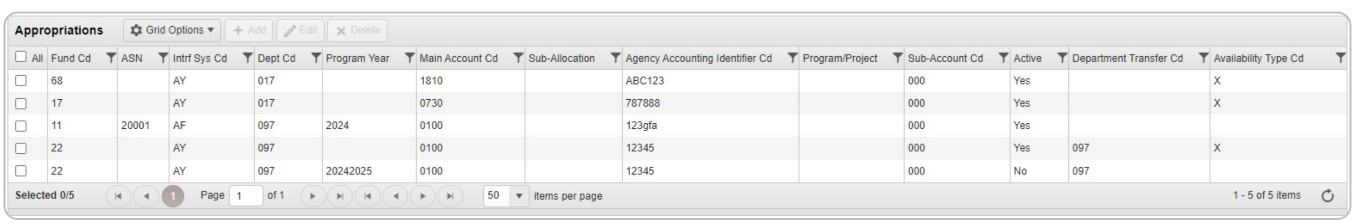
Search for an Appropriation

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting Reset *at any point of this procedure returns all fields to the default "All" setting.*

1. In the Search Criteria box, narrow the results by entering one or more of the following optional fields.



2. Select Search. *The Search Results appear.*



Appropriations | Grid Options | Add | Edit | Delete

All	Fund Cd	ASN	Intrf Sys Cd	Dept Cd	Program Year	Main Account Cd	Sub-Allocation	Agency Accounting Identifier Cd	Program/Project	Sub-Account Cd	Active	Department Transfer Cd	Availability Type Cd
	68		AY	017		1810		ABC123		000	Yes		X
	17		AY	017		0730		787888		000	Yes		X
	11	20001	AF	097	2024	0100		123gfa		000	Yes		
	22		AY	097		0100		12345		000	Yes	097	X
	22		AY	097	20242025	0100		12345		000	No	097	

Selected 0/5 | Page 1 of 1 | 50 items per page | 1 - 5 of 5 items

Add an Appropriation

Navigation

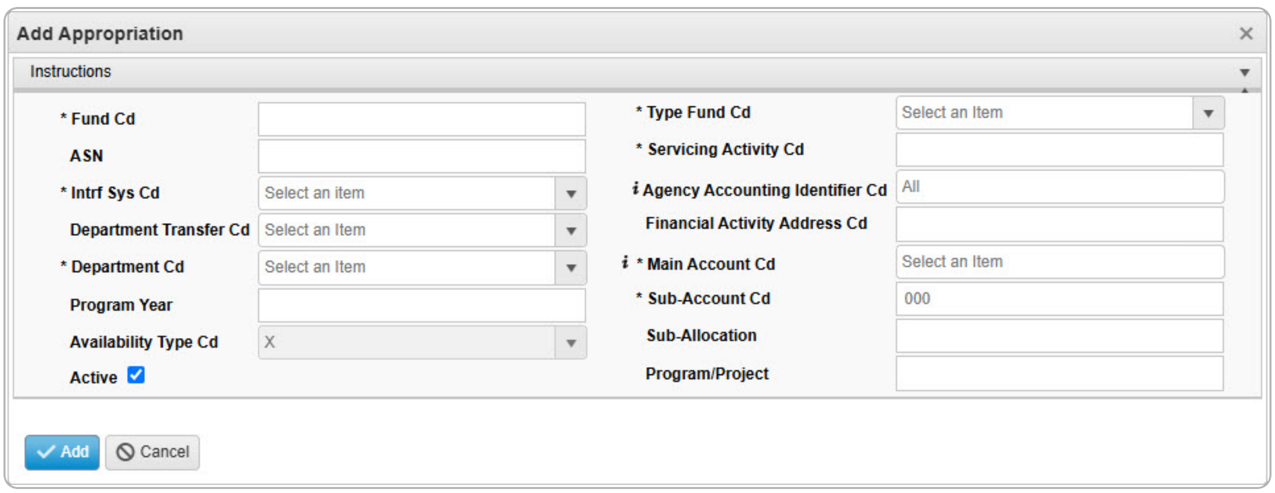
MASTER DATA MGMT > Appropriation > + Add > Add Appropriations pop-up window

Procedures

Add an Appropriation

Selecting Cancel *at any point of this procedure removes all revisions and closes the page.* ***Bold*** *numbered steps are required.*

1. Select + Add. *The* ***Add Appropriations*** *pop-up window displays.*



A. Enter the FUND CD in the field provided. *This is a 2 alphanumeric character field.*

B. Use ▼ to select the Intrf Sys Cd.

C. Use ▼ to select the Department Cd.

D. Use ▼ to select the Type Fund Cd.

E. Enter the Servicing Activity Cd in the field provided. *This is a 2- or 6-alphanumeric character field.*

F. Enter the Agency Accounting Identified Cd in the field provided. *This is a 6 alphanumeric character field.*

G. Enter the Main Account Cd, using to assist with the entry. *This is a 4 alphanumeric character field.*

H. Enter the Sub-Account in the field provided. *This is a 4 alphanumeric character field.*

2. Select Add. *The new Appropriations record is saved, and appears in the Appropriations grid.*

Update an Appropriation

Navigation

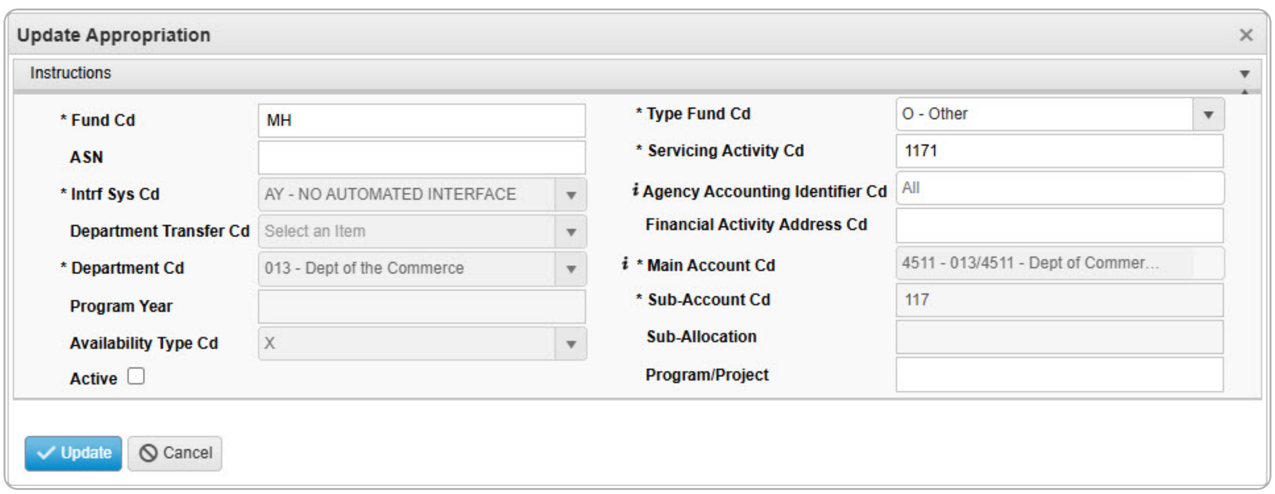
MASTER DATA MGMT > Appropriation > ☐ (desired record) > Edit > Update Appropriations pop-up window

Procedures

Update an Appropriation

Selecting Cancel *at any point of this procedure removes all revisions and closes the page.* ***Bold*** *numbered steps are required.*

1. Click ☐ to select the desired entry. *The Appropriations row is highlighted, and* Edit *and* Delete *become available.*
2. Select Edit. *The* ***Update Appropriations*** *pop-up window appears.*



A. Update the FUND CD in the field provided. *This is a 2 alphanumeric character field.*

B. Update the Intrf Sys Cd, using ▼ to select the desired code.

C. Update the Department Cd, using ▾ to select the desired code.

D. Update the Type Fund Cd, using ▾ to select the desired code.

E. Update the Servicing Activity Cd in the field provided. *This is a 2- or 6-alphanumeric character field.*

F. Update the Agency Accounting Identified Cd in the field provided. *This is a 6 alpha-numeric character field.*

G. Update the Main Account Cd, using *i* to assist with the entry. *This is a 4 alpha-numeric character field.*

H. Update the Sub-Account in the field provided. *This is a 4 alphanumeric character field.*

3. Select ✓ Update. *The revised Appropriations record is saved, and appears in the Appropriations grid.*

Delete an Appropriation

Navigation

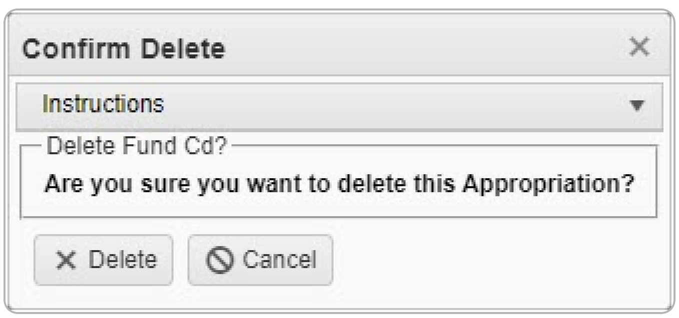
MASTER DATA MGMT > Appropriation > ☐ (desired record) > Delete > Confirm Delete (Delete Fund Cd?) pop-up window

Procedures

Delete an Appropriation

Selecting Cancel at any point of this procedure removes all revisions and closes the page. ***Bold*** *numbered steps are required.*

1. Click ☐ to select the desired entry. *The Appropriations row is highlighted, and Edit and Delete become available.*
2. Select Delete. *The* ***Confirm Delete (Delete Fund Cd?)*** *pop-up window appears.*



3. Select Delete. *The Appropriations record is removed from the Results grid.*