

**SECTION A****JUNE 2006 REV****APPROPRIATION INDEX TABLE (TM.3)****MAINTENANCE**

```
=== AFRS =(TM.3)===== APPROPRIATION INDEX MAINTENANCE ===== C105P160 ===
TR: _____ LAST UPDATE: 07/15/05

FUNCTION: N (A=ADD, C=CHANGE, D=DELETE, V=VIEW, N=NEXT, P=PRINT)

AGENCY: 9990 APPROPRIATION INDEX: 012 BIENNIUM: 07

TITLE: FY1_TRAINING_STATE_____

APPROPRIATION: 012 APPN TYPE: 1 APPN CHAR: 1

FUND: 001

START DATE: 070106 (MMDDYY) END DATE: 063007 (MMDDYY)

INDICATORS

APPN CTL TYPE: 2 APPN ORG LVL: 0 APPN PGM LVL: 0

PF3=RETURN, PF12=MESSAGE, CLEAR=EXIT
NEXT RECORD FOUND
```

**SECTION A**

Appropriation Index Table (TM.3) maintenance transactions are entered and edited directly online. Transactions must pass the online edits before they are added to the Appropriation Index Table.

**Appropriation Index Control Key:** Agency, Appropriation Index and Biennium

**A01 - RECORD EXISTS**

**Explanation:** There is an entry already in the system for the Control Key specified. Add transactions must not find a matching record.

**Suggestion:** Verify the Control Key. Control Key is Agency, Appropriation Index and Biennium. If incorrect, use the correct Control Key. If correct, a record already exists for the Control Key. Once financial transactions have posted to the AFRS system for an Appropriation Index, the informational elements can not be changed for that index.

**A02 - RECORD NOT FOUND**

**Explanation:** There is no previous entry in the system for the Control Key specified. Change transactions must find a matching record.

**Suggestion:** Verify the Control Key. If incorrect, use the correct Control Key. If correct, the function should be changed to 'A' add. Once financial transactions have posted to the AFRS system for an Appropriation Index, the informational elements can not be changed for that index.

**A04 - INDEX RECORD USED- CAN NOT BE CHANGED OR DELETED.**

**Explanation:** The AI has been used and a financial transaction posted. Once used, the AI cannot be Changed or Deleted.

**Suggestion:** Check to make sure you have identified the correct AI. If the elements are incorrect, the choice is to add a new AI.

**A05 - FUNCTION INVALID**

**Explanation:** An invalid character was entered in the Function field. Valid characters are "A" = Add; "C"= Change; "D"= Delete; "V"= View; "N"= Next; or "P"= Print.

**Suggestion:** Use one of the valid functions.

**A10 - BIENNIUM INVALID**

**Explanation:** The biennium entered is invalid.

**Suggestion:** It must be numeric and equal to, one greater than or one less than the Current Biennium. Determine the correct biennium to be used.

**A12 - AGENCY NOT ON D53**

**Explanation:** The agency used is not defined in the Agency Function Descriptor Table (D53).

**Suggestion:** Refer to the Agency Function Descriptor Table. Use an agency as defined on that table. If the agency is not defined on that table, contact your OFM accounting coordinator. Maintenance of the D53 is performed on the AD.1 screen.

**A13 - APPN INDEX INVALID**

**Explanation:** An invalid character was entered in the Appropriation Index.

**Suggestion:** Valid characters are alphanumeric, no special characters and greater than zero or spaces. Determine the correct Appropriation Index for input.

**A15 - TITLE INVALID**

**Explanation:** Title must not be blank.

**Suggestion:** Input a title on the title line starting in the first field.

**A16 - APPN NOT IN D07**

**Explanation:** The Appropriation must be defined in the Appropriation Descriptor Table (D07).

**Suggestion:**

1. Verify that the appropriation code has been entered correctly.
2. Refer to the Appropriation Descriptor Table (D07). If the Appropriation Code you are using is not in the Table for the biennium specified, enter the Appropriation to the Table.

**A17 - APPN TYPE NOT IN D08**

**Explanation:** The Appropriation Type must be defined in the Statewide Appropriation Type Descriptor Table (D08).

**Suggestion:**

1. Verify that the appropriation type code has been entered correctly.
2. Refer to the Appropriation Type Descriptor Table (D08) to identify valid Appropriation Type codes.

**A18 - CHARACTER NOT IN D09**

**Explanation:** The Appropriation Character must be defined in the Statewide Appropriation Character Descriptor Table (D09).

**Suggestion:**

1. Verify that the appropriation character code has been entered correctly.
2. Refer to the Appropriation Character Descriptor Table (D09) to identify valid Appropriation Character codes.

**A19 - APP TYP=6 BUDG TYP=A**

**Explanation:** When adding an Appropriation Index code, Appropriation Type 6 (Non-appropriated) may not be used with Fund code having a Budget Type A (Appropriated) on the Statewide Fund Table D22.

**Suggestion:** Correct either the Fund code or the Appropriation Type code. Refer to the Statewide Appropriation Type Descriptor Table D08 for a listing of valid Appropriation Types. For definitions of Appropriation Types refer to the OFM Financial & Administrative Policies, Regulations, and Procedures Manual 7.2.4.2.

**A20 - FUND NOT IN D22**

**Explanation:** The Fund must be defined in the Statewide Fund Descriptor Table (D22).

**Suggestion:**

1. Verify that the fund code has been entered.
2. Refer to the Fund Descriptor Table (D22) to identify valid Fund codes.

**A28 - INVALID START DATE**

**Explanation:** The Appropriation Effective Start Date is invalid. Valid characters are numbers 0 to 9; the format must be MMDDYY and month and day must fall within allowable ranges and be a Valid Date. Also, the Start Date for a FY restricted Appropriation must be within the FY period. E.g. APPN 412 is the second FY Appn- date must be for the date range of FY2.

**Suggestion:** Determine the correct start date, and input using the format MMDDYY. Date must be a real date.

**A29 - INVALID END DATE**

**Explanation:** The Appropriation Effective End Date is invalid. Valid characters are numbers 0 to 9; the format must be MMDDYY and month and day must fall within allowable ranges and be a Valid Date. Also, the End Date for a FY restricted Appropriation must be within the FY period. E.g. APPN 412 is the second FY Appn- date must be for the date range of FY2.

**Suggestion:** Determine the correct end date, and input using the format MMDDYY. Date must be a real date.

**A30 - INVALID APP-CTL**

**Explanation:** An invalid character was entered in the Appropriation Control Type Indicator. Valid characters are numbers 0, 1 and 2.

**Suggestion:** Use either a 0, 1 or 2 to indicate the Appropriation Control Type.

**A36 - FUND SRC NOT IN D26**

***Explanation:*** The Agency, Biennium, Fund, Appropriation, Appropriation Type and Appropriation Character are not defined in the Statewide Source of Funds Descriptor Table (D26). This table is controlled by OFM.

***Suggestion:*** The Fund Source information must be defined exactly the same as it is in the Statewide Source of Funds Descriptor Table (D26). If your agency source of funds is not in the D26 Table, contact the OFM Budget Division.