

## Permanent vs. Temporary Budget Revision

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Budget revisions may be processed as permanent or temporary. Processing a budget as permanent means the change is intended to impact the current and future years. Temporary adjustments are only reflected in the current year.

Each budget transaction utilizes a rule class code. Rule class codes defined as permanent are captured by the budget prep process when Banner budget data is loaded into the Prep Database that departments use as a starting point when preparing annual budgets. Permanent adjustments only impact FOPs that are budgeted as part of the annual budget cycle. Several of the Cognos transaction reports (including FI040) list the Rule Class Codes. The codes impacting budgets are listed below.

### Permanent Budget Rule Class Codes

- **TB1** Initial Budget Prep Load
- **TB2** Permanent adjustments used by Budget staff and various automated processes.
- **TB5** Permanent adjustments used by Budget staff.

### Temporary Budget Rule Class Codes

- **BD04** Temporary budget roll associated with prior year encumbrances.
- **TB4** Temporary Adjustments used by Budget staff and various automated processes.
- **TB6** Temporary adjustments entered by budget staff.
- **J020** Temporary budget used for year-end carry forward of uncommitted budget for multi-year funds.