

## Budget Transfer in SAP

### Social Services

In SAP, enter FMBB as the transaction.

### FM Area:

#### Header Data Tab

##### Process:

**Budget Category:** Payment

**Version:** 0

**Document Type:** NORM

**Document Date:** 07/03/24

#### Sender

##### Fiscal Year:

**Period:** 12= June

**Budget Type:** NORM

**Grant:** NOT\_REVEVANT

grant code: xxxxxxxxxxxxxxxx

DO NOT ENTER when entering the supplement in SAP.  
Use only when entering a requisition, PO or invoice for payment.

#### Receiver

##### Fiscal Year

**Period:** 12= June

**Budget Type:** NORM

### Fund Level

### Fund Center

[Click Here for Lines  
Section](#)

# SAP Entry Form



## Social Services

Preposted Document # \_\_\_\_\_

Date Entered: \_\_\_\_\_

FY23-24

- +	Fund	Funds Center	Commitment Item	Functional Area	Funded Program	Amount	Text
+	1001010000	5300642000	5200171300	6000000000	NOT_RELEVANT	\$ 628,703	In Home Aide Expense Line
+	1001010000	5300642000	5200171600	6000000000	NOT_RELEVANT	\$ -	No increase needed to Meals on Wheels Expense Line
+							
+	1001010000	5300642000	4300341100	6000000000	NOT_RELEVANT	\$ 121,153	Increase to the total of \$932,221 in HCCBG Revenue Line

Business Officer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DSS Director

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: Budget Amendment approved \_\_\_\_\_ recognizing HCCBG funds