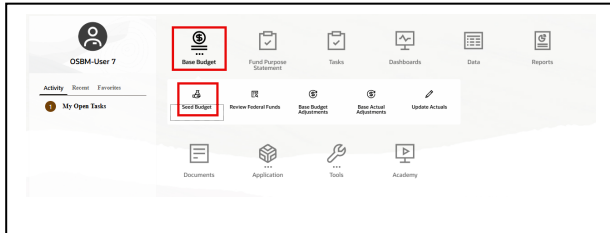
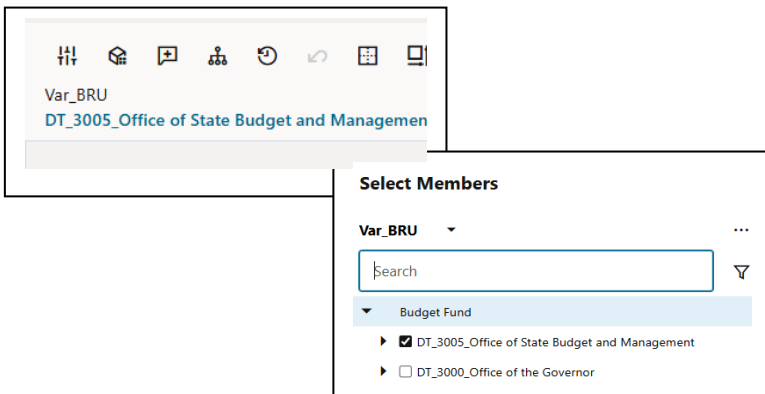


BRIDGE Job Aid: Seed Budget Review



Step 1: Log In and Access the Base Budget

- **Login to Bridge** using the NC_MFA method or your enterprise credentials.
- On the dashboard, click the **Base Budget** card.
- Select the **Seed Budget** option to



Step 2: Open the Seed Budget form

- In the form, click the **Var_BRU** link.
- Select **BRU Member** from the options.
- Click **OK** to proceed.
- The **Review Seeded Budget** page will be displayed with your selected variables.

The screenshot shows the 'Review Seeded Budget' page. The table displays budget data for 'DT_3005_Office of State Budget and Management'. The table has columns for 'Actual', 'Budget', 'Authorized', 'Base Working', 'Base Approved', and 'Actual Amount'. The 'Actual' column is highlighted in yellow, and the 'Budget' column is highlighted in red. The 'Authorized' column is highlighted in green, and the 'Base Working' column is highlighted in blue. The 'Base Approved' column is highlighted in green, and the 'Actual Amount' column is highlighted in blue.

	Actual	Budget	Authorized	Base Working	Base Approved	Actual Amount
DT_3005_Office of State Budget and Management	1,187,735,590	1,187,735,590	1,187,735,590	1,187,735,590	1,187,735,590	1,187,735,590
Requirements	3,678,379,756	18,000	1,187,735,590	1,187,735,590	1,187,735,590	1,187,735,590
Revolving	1,981,391,609	1,890,048,043	1,890,048,043	1,890,048,043	1,890,048,043	1,890,048,043

Step 3: Review Budgets

Review:

- Actual
- Certified
- Authorized
- Base Working
- Base Approved

Review Seeded Budget							
Var_BRU DT_3005, Office of State Budget and Management							
	Actual	Actual	Budget	Budget	Budget	Budget	
	NCT5 Actuals	HR-Payroll System	Certified	Certified	Authorized	Authorized	
	YearTotal	FTE	Annual Amount	FTE	Annual Amount	FTE	
	FY26	FY26	FY27	FY27	FY27	FY27	
DT_3005, Office of State Budget and Management	Requirements	3,679,376,756	96,000	1,187,735,590	127,800	1,187,735,590	127,800
	Receipts	1,963,395,689		1,890,048,043		1,890,048,043	

Step 4: Review Operating Budget

- **Expand** the Budget Fund by selecting the arrow to drill into the data.
- Continue to expand each cell to see **line-item data**.
- Expand the **Authorized Budget** columns to view **Recurring and Non-Recurring** amounts.
- To view data at the Request level, navigate to the **Seed Budget Revisions Display** page by selecting the tab at the bottom of the screen.

Review Seeded Budget							
Var_BRU DT_3005, Office of State Budget and Management							
	Actual	Actual	Budget	Budget	Budget	Budget	
	NCT5 Actuals	HR-Payroll System	Certified	Certified	Authorized	Authorized	
	YearTotal	FTE	Annual Amount	FTE	Annual Amount	FTE	
	FY26	FY26	FY27	FY27	FY27	FY27	
DT_3005, Office of State Budget and Management	Requirements	3,679,376,756	96,000	1,187,735,590	127,800	1,187,735,590	127,800
	Receipts	1,963,395,689		1,890,048,043		1,890,048,043	
RC_581, Office of State Budget and Management	Requirements	3,679,376,756	96,000	1,187,735,590	127,800	1,187,735,590	127,800
	Receipts	1,963,395,689		1,890,048,043		1,890,048,043	
RC_11005, State Budget and Management - General Fund	Requirements	9,682,878	76,000	12,715,820	75,000	12,715,820	75,000
	Receipts	1,333,387		1,106,402		1,106,402	
RC_13895, State Budget and Management - Revenue for General Assembly Appropriation	Requirements	10,048,034		10,048,034		10,048,034	
	Receipts	103,346,034		215,589,408		215,589,408	
RC_23005, State Budget and Management - Fees and Penalties	Requirements	173,633,606		215,535,408		215,535,408	
	Receipts						

Review Seeded Budget							
Var_BRU DT_3005, Office of State Budget and Management							
	Actual	Actual	Budget	Budget	Total Budget - Recurring	Total Budget - Non-Recurring	Total Budget - Recurring
	NCT5 Actuals	HR-Payroll System	Certified	Certified	Authorized	Authorized	Authorized
	YearTotal	FTE	Annual Amount	FTE	Annual Amount	Annual Amount	FTE
	FY26	FY26	FY27	FY27	FY27	FY27	FY27
DT_3005, Office of State Budget and Management	Requirements	3,679,376,756	96,000	1,187,735,590	127,800	1,187,735,590	127,800
	Receipts	1,963,395,689		1,890,048,043		1,890,048,043	

Seed Budget Revisions Display			
Var_BRU BC_23020_OSBM - Earthquake Disaster Recovery			
	Budget		
	Certified		
	Annual Amount		
	FY27		
All Request	Requirements		
	511099999-PERSONAL SERVICES		
	51110999-EPA SALARIES AND WAGES		
	51110000-EPA-REG SALARIES		
	51160000-EPA-TIME LIMITED SAL		