

# **COMMUNITY PROGRAMS REPORTING**

**A Quick Reference Guide for Reporting Community-Based  
Service Data  
to the Virginia Department of Juvenile Justice**

**July 1, 2009**

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<u>Halfway House Population Report</u> .....	coming soon!

## LOGGING ONTO CPR

### BADGE USERS

To access the new CPR system, login to BADGE and select CPR from the drop-down under the JTS Modules in the BADGE system. You will log into CPR by going into BADGE instead of through the old JTS system. Most, if not all, DJJ employees are BADGE users.

### NON-BADGE USERS

To log onto the Community Programs Reporting (CPR) system, first open up your computer's web browser (Internet Explorer, Firefox, etc.).

Go to the Department of Juvenile Justice home page ([www.djj.virginia.gov](http://www.djj.virginia.gov)). Once there click on the link to **Web Applications** shown below.

DJJ Home - Microsoft Internet Explorer

Address <http://www.djj.virginia.gov/>

Virginia.gov Online Services | Commonwealth Sites | Help | Governor Search Virginia.gov GO

Virginia Department of Juvenile Justice

Home Contact Us Search DJJ Site GO

- About Us
- Community Programs
- Residential Programs
- Initiatives
- Resources

2-1-1  
Get Connected. Get Answers.

★ Voter Information

TOP PERFORMING STATE  
VIRGINIA  
2008

news

News  
Page  
Last  
Update:  
01-09-09

Vision  
Successful youth, Strong families, Safe communities

Mission  
To protect the public through a balanced approach of accountability and comprehensive services that prevent and reduce delinquency through partnerships with families, schools, communities, law enforcement, and others, while providing opportunities for delinquent youth to become responsible and productive citizens.

Core Values

- All youth and their families are worthy of our best efforts.
- Offer early and effective interventions to limit youth's further involvement in the juvenile justice system.
- Meeting the individual physical, emotional, and educational needs of youth and reducing their risk of re-offending.
- Provide safe and secure confinement for those who are a danger to the community as well as treatment to help youth succeed.
- Working in partnership with other agencies and localities.
- Recruiting, supporting and maintaining a competent and diverse work force.

Employment | DJJ Board Agenda | Youth Industries | **Web Applications** | Barry R. Green, Director

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Web Policy

On the next screen, select the link to access CPR. (The link will appear in the area circled below.)

The screenshot shows a Mozilla Firefox browser window displaying the Virginia Department of Juvenile Justice Web Applications page. The page includes a navigation menu with links for 'Production JTS', 'Training JTS', 'Supporting Manuals', and 'Supporting Files'. A red circle highlights the 'Community Programs Reporting (CPR)' link, which is accompanied by the text: 'The new CPR System will be available July 1, 2009 on BADGE. Watch here for links and a new user guide'. The page also features a 'Decision Support System (DSS)' link and a 'DJI Knowledge Center - Learning Management System (LMS)' link. The footer contains contact information for the Department of Juvenile Justice and a 'Web Policy' link.

This will bring up the login screen below. Enter your username and password into the appropriate fields and click the **Login** button.

The screenshot shows a Microsoft Internet Explorer browser window displaying the JTS Web Apps login page. The page title is 'JTS Web Apps' and the subtitle is 'Virginia Department of Juvenile Justice'. The page contains a login form with fields for 'Username', 'Password', and 'Database'. The 'Database' field is set to 'Production'. A red circle highlights the 'Login' button at the bottom of the form.

JTS Login

Please enter your username and password in the fields below.

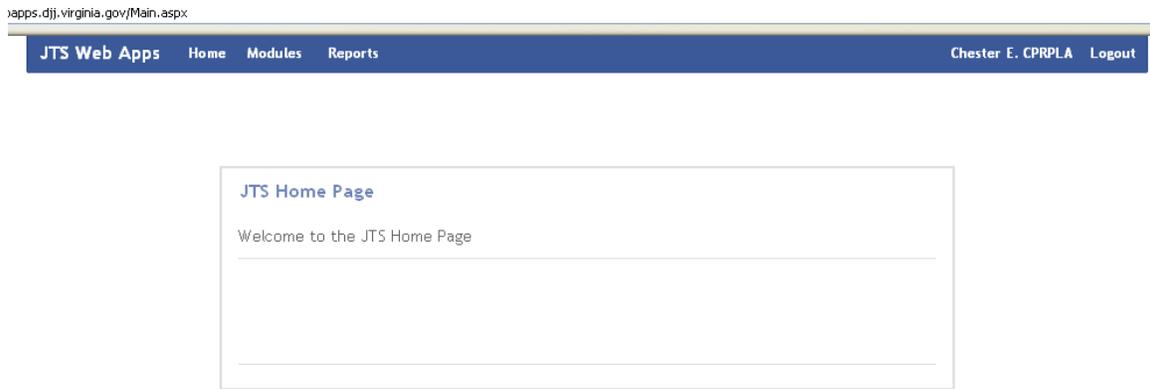
Username:   
Enter your Username

Password:   
Enter your Password

Database:   
Choose an Environment

or forgot your password?

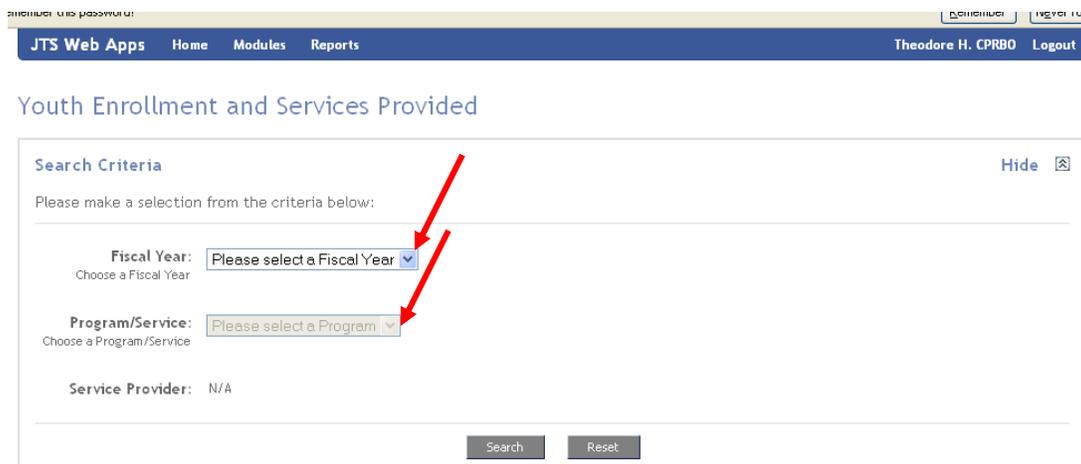
This will bring up the CPR Home Page shown below.



From this screen, click on **Modules** at the top of the screen and then **Community Programs Reporting**.



This will bring you to the following screen. From this screen you will be able to access the fiscal year and program for which you want to enter data.



## SELECTING A PROGRAM BY FISCAL YEAR

Select the fiscal year and program for which you want to enter data from the drop-down menus.

JTS Web Apps Home Modules

### Youth Enrollment and Services Provided

**Search Criteria**

Please make a selection from the criteria below:

**Fiscal Year:** Choose a Fiscal Year

**Program/Service:** Choose a Program/Service

**Service Provider:**

2002  
2003  
2004  
2005  
2006  
2007  
2008  
2009  
2010

Search Reset

JTS Web Apps Home Modules

### Youth Enrollment and Services Provided

**Search Criteria**

Please make a selection from the criteria below:

**Fiscal Year:** Choose a Fiscal Year

**Program/Service:** Choose a Program/Service

**Service Provider:**

059: GIRLS PROBATION HOUSE: FAIRFAX COUNTY  
059: BOYS PROBATION HOUSE: FAIRFAX COUNTY  
059: LESS SECURE SHELTER: FAIRFAX COUNTY  
059: SUPERVISED RELEASE SERVICES: FAIRFAX COUNTY

Search Reset

Click the **Search** button shown below.

JTS Web Apps Home Modules Reports

### Youth Enrollment and Services Provided

**Search Criteria**

Please make a selection from the criteria below:

**Fiscal Year:** Choose a Fiscal Year

**Program/Service:** Choose a Program/Service

**Service Provider:** VJCCCA-FAIRFAX COUNTY

Search Reset

This will bring up the main screen for the program.

## Youth Enrollment and Services Provided

### Search Criteria

Hide 

Please make a selection from the criteria below:

Fiscal Year:    
Choose a Fiscal Year

Program/Service:    
Choose a Program/Service

Service Provider: VJCCA-FAIRFAX COUNTY

Search

Reset



Placements

 Add New Placement

Show:  

Program Placements								
Last	First	Juvenile #	Assigned	Admitted	Released	Code		
BEALE	MATTHEW	311523	2/4/2009	2/4/2009			 Edit	 Service Units
DAVIS	JHAYLAND	508685	2/17/2009	2/17/2009			 Edit	 Service Units
EXPUNGED	EXPUNGED	518116	2/4/2009	2/4/2009			 Edit	 Service Units
MILLER	DIANA	636898	2/17/2009	2/17/2009			 Edit	 Service Units
WILLIAMS	JESSICA	336696	1/5/2009	1/5/2009			 Edit	 Service Units

## ADDING A NEW PLACEMENT

To enroll or place a juvenile into a program click on **Add New Placement** highlighted above. Once you click on **Add New Placement**, the dialog box below will appear. Click in the box next to "Juvenile Number:" and enter the juvenile number of the juvenile to be enrolled. Click **Search**.

**Add New Placement**

Please enter the search criteria for the new placement in the fields below.

**Program Name:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Juvenile Number:**   
Enter Juvenile Number

The dialog box below will then appear. From this screen, select the appropriate **Placing FIPS**, whether the placement is **Pre-dispositional** or **Post-dispositional** and enter the **Admit Date**. Once you have entered this information, click **Add** (circled below).

**Add New Placement**

Please enter the search criteria for the new placement in the fields below.

**Program Name:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Juvenile Number:**   
Enter Juvenile Number

Search Results

---

**Juvenile Number:** 691686

**Last Name:** SEDA      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M      **Race:** W

**Placing Fips:**

**Predispositional:**       **Postdispositional:**

**Assign Date:**       **Admit Date:**

The following dialog box should appear. Click **Continue**.

**Add Success**

The placement was successfully added to the program!

## ENTERING SERVICE UNITS

To add service units for a placement, first click **Service Units** (circled below) on the right portion of the screen that is in the same row of the juvenile for which service units are to be added.

Placements      Financials

+ Add New Placement      Show: Active Cases

Last	First	Juvenile #	Assigned	Admitted	Released	Code	
BEALE	MATTHEW	311523	2/4/2009	2/15/2009			<a href="#">Edit</a> <a href="#">Service Units</a>
BUNN	ALEX	691427	4/10/2009	4/18/2009			<a href="#">Edit</a> <a href="#">Service Units</a>
DAVIS	JHAYLAND	508685	2/17/2009	2/17/2009			<a href="#">Edit</a> <a href="#">Service Units</a>
EXPUNGED	EXPUNGED	518116	2/4/2009	2/4/2009			<a href="#">Edit</a> <a href="#">Service Units</a>
MOSLEY	ONEAL	689362		5/27/2009			<a href="#">Edit</a> <a href="#">Service Units</a>
SEDA	ALEXIS	691686		5/20/2009			<a href="#">Edit</a> <a href="#">Service Units</a>
WILLIAMS	JESSICA	336696	1/5/2009	1/5/2009			<a href="#">Edit</a> <a href="#">Service Units</a>

The Service Units dialog box will then appear which is shown below. From the drop-down menus select the appropriate **Month** and **Year**. Click the box under the **Units** column and enter the number of service units for that month.

**Service Units**

Please enter the service units for the selected placement below.

**Placing Fips:** 059

**Program/Service:** 059-040322-00: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCA-FAIRFAX COUNTY

**Juvenile Number:** 691686

**Last Name:** SEDA      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M      **Race:** W

**Predispositional:**       **Postdispositional:**

**Assign Date:** 5/4/2009      **Admit Date:** 5/5/2009

---

Month	Year	Units	Type	
June	2009		D	<a href="#">Save</a> <a href="#">Clear</a>

[Save Changes](#)      [Cancel](#)

**Note:** The **Month** and **Year** fields will default to the current month and year.

When you enter service units, the following box will display reminding you that you must click **Save** (circled below) prior to clicking **Save Changes** in order for the service units to be saved into the system.

Click **Save**. If you have no additional service units to enter, click **Save Changes** and then follow the prompts. If you have additional service units to enter, please continue to the next page.

### Service Units

Please enter the service units for the selected placement below.

**Placing Fips:** 059

**Program/Service:** 059-040322-00: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCCA-FAIRFAX COUNTY

**Juvenile Number:** 691686

**Last Name:** SEDA                      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M                                      **Race:** W

**Predispositional:**                       **Postdispositional:**

**Assign Date:** 5/4/2009                      **Admit Date:** 5/5/2009

---

Service Units				
Month	Year	Units	Type	
May	2009	10	D	 Save % Clear

 You must click **Save** prior to clicking **Save Changes** in order for these Service Units to be saved!

**Save Changes**      **Cancel**

After you click **Save** you can continue to add additional service units. To do so, click the **Add New Service Units** button circled below and follow the steps outlined above.

### Service Units

Please enter the service units for the selected placement below.

**Placing Fips:** 059

**Program/Service:** 059-040322-00: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCCA-FAIRFAX COUNTY

**Juvenile Number:** 691686

**Last Name:** SEDA                      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M                                      **Race:** W

**Predispositional:**                       **Postdispositional:**

**Assign Date:** 5/4/2009                      **Admit Date:** 5/5/2009



Service Units			
Month	Year	Units	Type
May	2009	10	D  <a href="#">Edit</a>  <a href="#">Delete</a>

**Note:** You will notice the **Type** of units is displayed. This is taken from your biennial plan. The units are coded as such:

- Days – D
- Hours – H
- Sessions – S
- Contacts – C
- Procedures – P

If the number of service units entered for a particular month needs to be revised, simply click **Edit** (circled below) next to the month in question. If you need to delete that entry entirely, click **Delete**.

Service Units				
Month	Year	Units	Type	
May	2009	4	D	 <a href="#">Edit</a>  <a href="#">Delete</a>
January	2009		D	 <a href="#">Add</a> <a href="#">Clear</a>

Clicking **Edit** will bring up the screen below. From here enter the revised number of service units and click **Save** (circled below).

### Service Units

Please enter the service units for the selected placement below.

**Placing Fips:** 059

**Program/Service:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCA-FAIRFAX COUNTY

**Juvenile Number:** 691686

**Last Name:** SEDA                      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M                                      **Race:** W

**Predispositional:**                       **Postdispositional:**

**Assign Date:**                                      **Admit Date:** 5/20/2009

Service Units				
Month	Year	Units	Type	
May	2009	4	D	 <a href="#">Save</a>  <a href="#">Cancel</a>
January	2009		D	 <a href="#">Add</a> <a href="#">Clear</a>

[Save Changes](#)      [Cancel](#)

After you have entered all of your data you must next click the **Save Changes** (circled below) for the units to be recorded in the system.

**Service Units**

Please enter the service units for the selected placement below.

**Placing Fips:** 059

**Program/Service:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCCA-FAIRFAX COUNTY

**Juvenile Number:** 691686

**Last Name:** SEDA                      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M                                      **Race:** W

**Predispositional:**                       **Postdispositional:**

**Assign Date:**                                      **Admit Date:** 5/20/2009

Service Units				
Month	Year	Units	Type	
May	2009	6	D	<a href="#">Edit</a> <a href="#">Delete</a>
January	2009	<input type="text"/>	D	<a href="#">Add</a> <a href="#">Clear</a>

**Save Changes**      **Cancel**

Once the system has processed the information, the dialog box will appear. Click **Continue**. You will now be back at the main screen for the program.

**Add Success**

Your changes were saved successfully!

**Continue**

## EDITING/RELEASING A PLACEMENT

There are a number of things you can do as far as editing a placement. These include:

- Changing the placement from a **Pre-dispositional** status to a **Post-dispositional** status
- Changing the **Admit Date**
- Entering/changing the **Release Date**
- Selected the appropriate **Release Code**

To edit a placement, click **Edit** (circled below) in the row of juvenile whose information you wish to edit.

Placements      Financials

+ Add New Placement Show: Active Cases ▾

Program Placements						
Last	First	Juvenile #	Assigned	Admitted	Released	Code
BEALE	MATTHEW	311523	2/4/2009	2/15/2009		 Edit  Service Units
BUNN	ALEX	691427	4/10/2009	4/18/2009		 Edit  Service Units
DAVIS	JHAYLAND	508685	2/17/2009	2/17/2009		 Edit  Service Units
EXPUNGED	EXPUNGED	518116	2/4/2009	2/4/2009		 Edit  Service Units
MOSLEY	ONEAL	689362		5/27/2009		 Edit  Service Units
SEDA	ALEXIS	691686		5/20/2009		 Edit  Service Units
WILLIAMS	JESSICA	336696	1/5/2009	1/5/2009		 Edit  Service Units

The following dialog box will be here. Make the appropriate changes and then click the **Save Changes** button, then click **Continue** on the dialog box that appears next.

### Edit Placement

Please make the necessary edits to the fields below and click save.

**Placing Fips:** 059

**Program/Service:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCCA-FAIRFAX COUNTY

**Effective Date:** 7/1/2001

**Juvenile Number:** 691686

**Last Name:** SEDA      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M      **Race:** W

**Predispositional:**       **Postdispositional:**

**Assign Date:**       **Admit Date:** 05/20/2009

**Release Date:**

**Release Code:**

If you are releasing a juvenile from the program, you will need to do the following steps.

- Enter the **Release Date**
- Select the appropriate **Release Code** from the drop-down menu

from the criteria below:

### Edit Placement

Please make the necessary edits to the fields below and click save.

**Placing Fips:** 059

**Program/Service:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCA-FAIRFAX COUNTY

**Effective Date:** 7/1/2001

**Juvenile Number:** 691686

**Last Name:** SEDA                      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M                                      **Race:** W

**Predispositional:**                       **Postdispositional:**

**Assign Date:**                       **Admit Date:** 05/20/2009

**Release Date:** 05/27/2009

**Release Code:**

1: CHANGED FROM PREDISPOSITIONAL TO POSTDISPOSITIONAL STATUS

2: COMPLETED PROGRAM, SATISFACTORY COMPLETION

3: TERMINATED PROGRAM, FURTHER PARTICIPATION IS OF NO USE

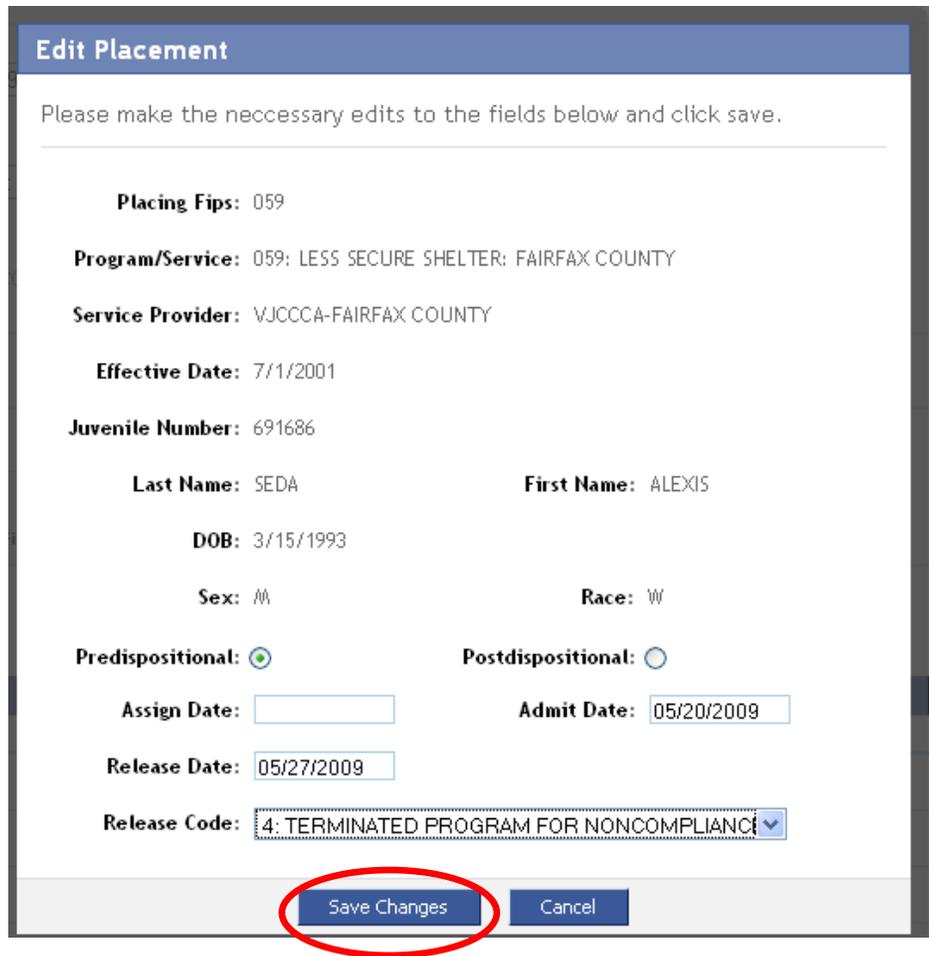
4: TERMINATED PROGRAM FOR NONCOMPLIANCE(DISHONORABLE DISCHARGE)

5: TERMINATED PROGRAM FOR UNRELATED REASONS

6: PROGRAM TERMINATED

518116			
689362			
691686		5/20/2009	<a href="#">Edit</a>
336696	1/5/2009	1/5/2009	<a href="#">Edit</a>

Once you have entered the **Release Date** and selected the appropriate **Release Code** click the **Save Changes** button (circled below).



**Edit Placement**

Please make the necessary edits to the fields below and click save.

**Placing Fips:** 059

**Program/Service:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY

**Service Provider:** VJCCA-FAIRFAX COUNTY

**Effective Date:** 7/1/2001

**Juvenile Number:** 691686

**Last Name:** SEDA                      **First Name:** ALEXIS

**DOB:** 3/15/1993

**Sex:** M                                      **Race:** W

**Predispositional:**                       **Postdispositional:**

**Assign Date:**                       **Admit Date:** 05/20/2009

**Release Date:** 05/27/2009

**Release Code:** 4: TERMINATED PROGRAM FOR NONCOMPLIANC

**Save Changes**      **Cancel**

The following dialog box will appear. Click the **Save Changes** button.



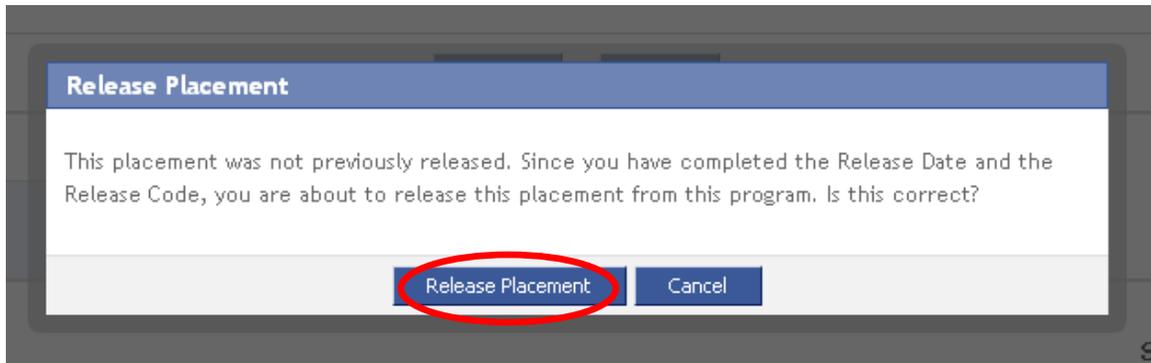
**Confirm Changes**

Are you sure you want to save your changes?

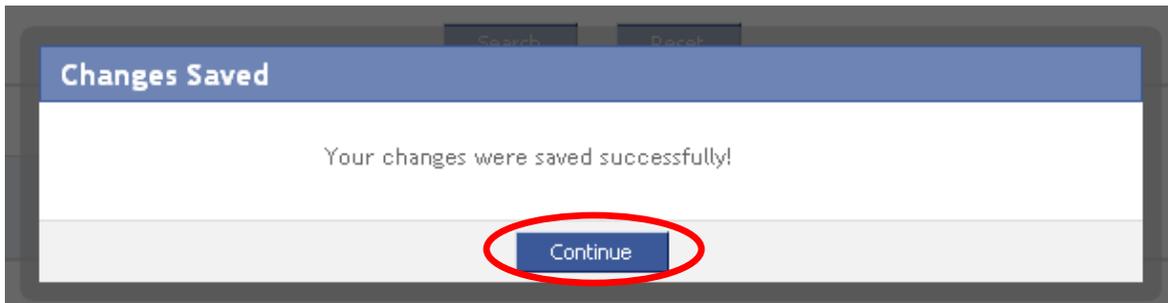
**Save Changes**      **Cancel**

Sh

Another dialog box will appear to confirm the actions that you are taking. Click the **Release Placement** button.



After the changes have been saved click **Continue**.



## SORTING PLACEMENTS

If needed, you can sort the placements for a particular program by column headings. To do so, click the column heading you wish to sort by (column headings are identified by the red arrows) and the data will be sorted. The green arrow shown next to the column heading by which the data has been sorted will show the direction of the sort. In the example below the green arrow is pointing down indicating that the data is sorted alphabetically from A-Z by **Last** name. If this column were sorted alphabetically from Z-A the green arrow would be pointing up.

Placements | Financials

+ Add New Placement | Show: Active Cases

↓ Last	First	Juvenile #	Assigned	Admitted	Released	Code		
BEALE	MATTHEW	311523	2/4/2009	2/15/2009				
BUNN	ALEX	691427	4/10/2009	4/18/2009				
DAVIS	JHAYLAND	508685	2/17/2009	2/17/2009				
EXPUNGED	EXPUNGED	518116	2/4/2009	2/4/2009				
MOSLEY	ONEAL	689362		5/27/2009				
SEDA	ALEXIS	691686		5/5/2009				
WILLIAMS	JESSICA	336696	1/5/2009	1/5/2009				

You may also display cases by **All Cases**, **Active Cases** or **Closed Cases**. To do so, select the sort from the drop-down menu shown below.

show: Active Cases

- All Cases
- Active Cases
- Closed Cases

red	Admitted	Released	Code		
2009	2/15/2009				
2009	4/18/2009				
2009	2/17/2009				

## ENTERING FINANCIAL INFORMATION

Select the fiscal year and program for which you want to enter financial data and click the **Search** button below.

JTS Web Apps Home Modules Reports Theodore I. GPR

Youth Enrollment and Services Provided

**Search Criteria**

Please make a selection from the criteria below:

**Fiscal Year:** 2009  
Choose a Fiscal Year

**Program/Service:** 059: LESS SECURE SHELTER: FAIRFAX COUNTY  
Choose a Program/Service

**Service Provider:** VJCCCA-FAIRFAX COUNTY

Search Reset

Click the **Financials** button shown below.

Placements Financials

SU Type: DAYS Budgeted SUs: 3,780 Budgeted Cost Per SU: \$250.95 Total Budget: \$948,597.00

	Required Match	State Allocation	Other	Total Expenditures	Actual SUs	% of Budget	% of Year
July	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0	0.00%	8.33%
August	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0	0.53%	16.67%
September	\$ 237,149.00	\$ 0.00	\$ 0.00	\$ 237,149.00	0	25.53%	25.00%
October	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0	0.00%	33.33%
November	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0	0.00%	41.67%
December	\$ 102,000.00	\$ 100,000.00	\$ 0.00	\$ 202,000.00	0	46.82%	50.00%
January	\$ 25,000.00	\$ 10,000.00	\$ 0.00	\$ 35,000.00	0	50.51%	58.33%
February	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0	0.00%	66.67%
March	\$ 237,150.00	\$ 0.00	\$ 0.00	\$ 237,150.00	0	75.51%	75.00%
April	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	15	0.00%	95.33%
May	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	10	0.00%	91.67%
June	\$ 237,147.00	\$ 0.00	\$ 0.00	\$ 237,147.00	15	100.51%	100.00%
Totals:	\$815,446.00	\$110,000.00	\$0.00	\$953,446.00	40		

Save Changes Cancel

Begin entering your quarterly expenditure data. Optionally, you may enter your data monthly since many localities receive monthly reports from their fiscal agents.

On the quarterly or monthly line corresponding to the reporting period, in the required match column, enter the total local Maintenance of Effort (MOE) funding you expended in this program.

Enter the total state VJCCCA funds you expended in this program.

Enter any additional local funding beyond MOE or other funding (USDA, grants, user fees, income from placements from other localities, etc.) that you expended in this program.

The total expenditures in each category will automatically recalculate. Likewise, the total expenditures for the year will recalculate.

Compare the budgeted service units to the actual service units. Notice the distribution of service units across the months and the % of the year completed.

If all data are correct, click the **Save Changes** button.

SU Type: DAYS      Budgeted SUs: 3,780      Budgeted Cost Per SU: \$250.95      **Total Budget: \$948,597.00**

	Required Match	State Allocation	Other	Total Expend	Actual SUs	% of Budget	% of Year
July	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	8.33%
August	\$ 5,000.00	\$ 0.00	\$ 0.00	\$5,000.00	0	0.53%	16.67%
September	\$ 237,149.00	\$ 0.00	\$ 0.00	\$237,149.00	0	25.53%	25.00%
October	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	33.33%
November	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	41.67%
December	\$ 102,000.00	\$ 100,000.00	\$ 0.00	\$202,000.00	0	46.82%	50.00%
January	\$ 25,000.00	\$ 10,000.00	\$ 0.00	\$35,000.00	0	50.51%	58.33%
February	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	66.67%
March	\$ 237,150.00	\$ 0.00	\$ 0.00	\$237,150.00	0	75.51%	75.00%
April	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	15	0.00%	85.33%
May	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	10	0.00%	91.67%
June	\$ 237,147.00	\$ 0.00	\$ 0.00	\$237,147.00	15	100.51%	100.00%
Totals:	\$843,446.00	\$110,000.00	\$0.00	<b>\$953,446.00</b>	40		

Save Changes      Cancel

The following dialog box should appear. Click **Continue**.

**Save Success**

 **Your Financial changes were successfully saved!**

Continue

**Note:** If you need to enter data for additional programs, save your data and return to the Entering Financial Information section on page 18.

## When Expenditures Exceed Budget

Compare the total budget to the total expenditures.



Placements



Financials

**Total Budget: \$1,034,053.00**

SU Type: DAYS      Budgeted SUs: 3,170      Budgeted Cost Per SU: \$326.20

Program Financials							
	Required Match	State Allocation	Other	Total Expend	Actual SUs	% of Budget	% of Year
July	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	8.33%
August	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	16.67%
September	\$ 258,558.00	\$ 0.00	\$ 0.00	\$258,558.00	0	25.00%	25.00%
October	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	33.33%
November	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	41.67%
December	\$ 80,731.00	\$ 200,000.00	\$ 0.00	\$280,731.00	0	27.15%	50.00%
January	\$ 0.00	\$ 5,000.00	\$ 0.00	\$5,000.00	0	0.48%	58.33%
February	\$ 0.00	\$ 2,500.00	\$ 0.00	\$2,500.00	0	0.24%	66.67%
March	\$ 0.00	\$ 3,600.00	\$ 0.00	\$3,600.00	0	0.35%	75.00%
April	\$ 3,000.00	\$ 500,000.00	\$ 0.00	\$503,000.00	0	48.64%	85.33%
May	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	91.67%
June	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%	100.00%
Totals:	\$342,289.00	\$711,100.00	\$0.00	\$1,053,389.00			

Save Changes
Cancel

If the total expenditures exceed the total budget for this program, the following dialog box should appear prompting you to submit the Financial Adjustment Form (FAF). Click **Continue**.

Budgeted SUs: 3,170      Budgeted Cost Per SU: \$326.20      **Total Budget: \$1,**

Program Financials							
Required Match	State Allocation	Other	Total Expend	Actual SUs	% of Bud		
0.00	\$ 0.00	\$ 0.00	\$0.00	0	0.00%		
0.00					0.00%		
258,558.00					25.00%		
0.00					0.00%		
0.00					0.00%		
80,731.00					27.15%		
0.00	\$ 5,000.00	\$ 0.00	\$5,000.00	0	0.48%		
0.00	\$ 2,500.00	\$ 0.00	\$2,500.00	0	0.24%		
0.00	\$ 3,600.00	\$ 0.00	\$3,600.00	0	0.35%		

**Financials Alert**



The total expenditures exceeded the total budget for this program. A Fiscal Adjustment Form (FAF) will need to be submitted!

Continue

Be sure to submit a FAF if you moved any monies between any programs.

## CPR REPORTS

**Coming Soon!**

JTS Web Apps Home Modules Reports

Coming Soon!

JTS Home Page

Welcome to the JTS Home Page