Budget Calculations

Last Modified on 08/10/2022 10:34 am EDT

The *Budget Report Menu* gives the ability to manage all Budget customers and calculate new values for the budget season based on *Previous Gallons, Average Degree Days by Customer Type,* or *Average Degree Days by Price Code.*
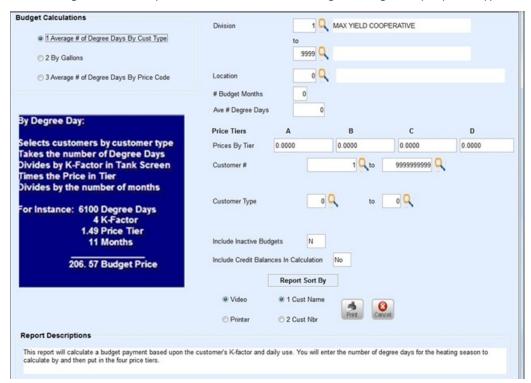
The Budget Menu can be found at *Main Menu / Reports Menu / Budget Reports.*

Clear Budget Season Files

1. Perform a system backup.

2. From the *Master Menu*, select **Year End Menu.**

3. Choose **Year End Budget Clear.**

4. On the *Budget Year End Clear* window, enter the *Division* to clear budget season files for or select **F5** to select the Division from the list. Leave this as *0* to clear all Divisions.

5. In the *End Period* field, enter the budget period end to clear budget season files for or leave as *0* to clear all periods.

6. Choose **Process**.

7. Close the *Budget Year End Clear* window and select **Previous Menu**.

Average Number of Degree Days by Customer Type

1. From the *Master Menu*, select **Report Menu**.

2. Choose **Budget Reports**.

3. Select **Budget Calculations.**

4. On the *Budget Calculate Report Menu* window, select *Average # of Degree Days By Cust Type.*

5. Enter the *Division* range or press **F5** to select the Division from the list.

6. Enter the *# Budget Months* for the budget plan.

7. In the *Ave # Degree Days* field, enter the number of degree days to divide by the K-Factor.

8. Enter all tier level prices used in the *Prices By Tier* fields.

9. Enter the *Customer #* range or press **F5** to select from the list.

10. Enter the *Customer Type* range.

11. In the *Include Credit Balances In Calculation* field, enter *Y* to include a customer's credit balance in their calculation. This will lower the monthly budget amount. Enter *N* to not lower the monthly budget amount.

12. Select *Printer.*

13. Choose **Print**.

14. On the *Print* window, choose **Print**.

15. Close the *Budget Calculate Report Menu* window, choose **Previous Menu**, then choose **Previous Menu** again.

Average Number of Degree Days by Price Code

1. From the *Master Menu*, select **Report Menu**.

2. Choose **Budget Reports**.

3. Select **Budget Calculations.**

4. On the *Budget Calculate Report Menu* window, select *Average # of Degree Days By Price Code.*
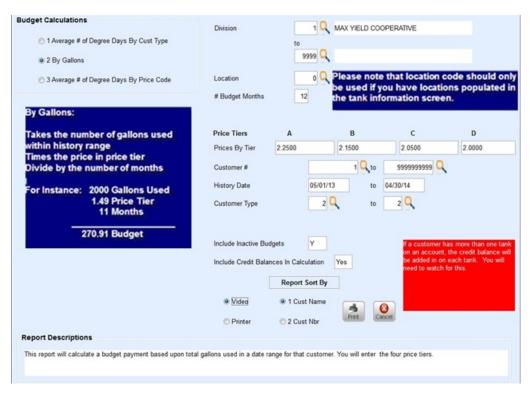
5. Enter the *Division* range or press **F5** to select the Division from the list.

6. Enter the *# Budget Months* for the budget plan.

7. In the *Ave # Degree Days* field, enter the number of degree days to divide by the K-Factor.

8. Enter all tier level prices used in the *Prices By Tier* fields.

9. Enter the *Customer #* range or press **F5** to select from the list.

10. Enter the *Price Code* range.

11. In the *Include Credit Balances In Calculation* field, enter *Y* to include a customer's credit balance in their calculation. This will lower the monthly budget amount. Enter *N* to not lower the monthly budget amount.

12. Select *Printer.*

13. Choose **Print**.

14. On the *Print* window, choose **Print**.

15. Close the *Budget Calculate Report Menu* window, choose **Previous Menu**, then choose **Previous Menu** again.

Budget Payment by Gallons

1. From the *Master Menu*, select **Report Menu**.

2. Choose **Budget Reports**.

3. Select **Budget Calculations.**

4. On the *Budget Calculate Report Menu* window, select *By Gallons.*

5. Enter the *Division* range or press **F5** to select the Division from the list.

6. Enter the *# Budget Months* for the budget plan.

7. Enter all tier level prices used in the *Prices By Tier* fields.

8. Enter the *Customer #* range or press **F5** to select from the list.

9. In the *History Date* field, enter the historical date range.

10. Enter the *Customer Type* range.

11. In the *Include Credit Balances In Calculation* field, enter *Y* to include a customer's credit balance in their calculation. This will lower the monthly budget amount. Enter *N* to not lower the monthly budget amount.

12. Select *Printer*.

13. Choose **Print**.

14. On the *Print* window, choose **Print**.

15. Close the *Budget Calculate Report Menu* window, choose **Previous Menu**, then choose **Previous Menu** again.

Changes to New Budget amounts can be modified by pressing **Ctrl+M** to modify. To remove a budget customer, press **F3** and confirm to delete.

Div	Customer #	Name	Tank RRN/Serial	Product	Total Gallons	Curr Budget	Total Balance	Type	New Budget
1	22	A C L FEHR LLC	3,568	AGRICULTURAL PROPANE	4700.00		$16,170.85	P	395
1	97	AKRIDGE, LARRY	1	RESIDENTIAL PROPANE	650.00		$80.00	P	55
1	97	AKRIDGE, LARRY	9,563	RESIDENTIAL PROPANE	300.00		$80.00	P	25
1	100	AKRIDGE, LUKE J	1,803	COMMERCIAL PROPANE	600.00		$0.00	P	50
1	115	ALDERSON, GERALD	4,152	GASOHOL	1758.00		$1,312.26	GH	150
1	123	ALBERS, LYLE W	3,438	RESIDENTIAL PROPANE	550.20		$530.47	P	50
1	127	ALGER, JANICE	863	RESIDENTIAL PROPANE	650.00		$0.00	P	55
1	144	AKIN, WILLIAM R	2,376	RESIDENTIAL PROPANE	1301.70		$0.00	P	110
1	144	AKIN, WILLIAM R	3,793	RESIDENTIAL PROPANE	158.50		$0.00	P	15
1	158	ALGK, LLC	9,933	RESIDENTIAL PROPANE	400.00		$0.00	P	35
1	159	ALBERTSON, BRADLEY R	7,399	RESIDENTIAL PROPANE	900.00		$471.51	P	75
1	170	ALLEN, LARRY	830	RESIDENTIAL PROPANE	1300.00		$0.00	P	110
1	206	KLM - ALUMA	5,882	DIRECT SHIP LP	1000.00		$15,190.90	P	85
1	206	KLM - ALUMA	9,187	#1 DYED DIESEL COMMERCIA	141.00		$15,190.90	DD	15
1	206	KLM - ALUMA	9,978	GASOHOL	262.00		$15,190.90	GH	25
1	214	AM VETS	4	RESIDENTIAL PROPANE	600.00		$0.00	P	50
1	220	ALDOUS, STEVEN C.	4,670	PREMIUM DYED DIESEL AG E	1265.70		$0.00	DD	105
1	221	AMERICAN LEGION POST 3	6,883	TAX EXEMPT PROPANE	350.10		$0.00	P	30
1	244	ANFINSON, JEFF E	9,332	COMMERCIAL PROPANE	108.80		$0.00	P	10
1	258	ANDERSON, ALAN, SR	4,132	RESIDENTIAL PROPANE	450.00		$0.00	P	40
1	260	ANDERSON, BARRY G.	379	AGRICULTURAL PROPANE	8821.60		$7,484.25	P	735
1	260	ANDERSON, BARRY G.	2,472	AGRICULTURAL PROPANE	2719.80		$7,484.25	P	230
1	260	ANDERSON, BARRY G.	4,698	PREMIUM DYED DIESEL AG E	1050.00		$7,484.25	DD	90
1	260	ANDERSON, BARRY G.	9,613	AGRICULTURAL PROPANE	1361.80		$7,484.25	P	115
1	260	ANDERSON, BARRY G.	9,614	RESIDENTIAL PROPANE	229.60		$7,484.25	P	20

ANTHONY FEHR			K-Factor	0.33
102 190TH ST			Daily-Use	0.00
WHITTEMORE	IA	50598-7008	Price Code	1

Change Budget Temporary File

1. From the *Master Menu*, select **Report Menu**.

2. Choose **Budget Reports**.

3. Select **Edit Budget Temp**.

4. On the *Edit Budget Temp File* window, select the *Customer #* to change and press **Ctrl+M**.

5. Enter the new monthly payment amount in the *New Budget* field. Do not enter the decimal point.

6. Press **Ctrl+Q**.

Convert Budget Temporary File into ASCII File

1. From the *Master Menu*, select **Report Menu**.

2. Choose **Budget Reports**.

3. Select **Budget Temp To Word Proc**.

4. On the *Budget Ascii Filename* window, enter *Budget.rec* in the *Filename* field.

5. Select **Process**.