How to update the Fiscal Future GitHub Data

Have R. Have a GitHub Account. Connect to R Project on GitHub and Pull Files for Fiscal-Futures-Topics.

1. Move FOIA-ed files from GOMB into Fiscal-Future-Topics/inputs/ioc\_data\_received/ expenditures or the revenues folder
2. Create folder in Fiscal Futures IGPA/Fiscal-Future-Topics/data/NEW FOLDER
   1. Folder name should be “FY2025 Files” so that file paths in code can find the correct folder in code files and rev\_temp and exp\_temp files that will be created for the new fiscal year.
3. Open **code-cleaning.qmd** in Fiscal-Futures-Topics R project.
   1. Update current year variable
   2. Run chunk named “add-newest-years-data”
      1. Creates allrevfiles\_FY\_\_\_.csv and allexpfiles\_FY\_\_\_\_.csv in the newly created folder from step 2.
   3. Find new and reused funds, agencies, organizations, etc. anything that has changed from previous fiscal years.
      1. Make a document or show the research team somehow the new funds or revenue sources so that decisions can be made on if they should be included in the fiscal gap or not.
      2. Usually a table of the output from code-cleaning.qmd is screenshotted or shown somehow to the group and the RA searches what the funds are supposed to be used for. Add column for if it is a name change, not new, new. Etc. Identify what rev source group it should be included as. See past examples if confused!
4. After new and reused funds are discussed with research group, update input files.
   1. Update “fund\_ab\_in.xlsx” file with any changes
   2. Update ioc\_rev\_source.xlsx
5. Update current\_year in Everything\_changepensions.qmd file