FM Fiscal Management	
Manage Budget Information	
Item	**Details**
Description	The ***Manage Budget Information*** business process is responsible for auditing all planned expenses and revenues of the State Medicaid Agency (SMA). Activities in this business process comply with Cash Management Act, Governmental Accounting Standards Board (GASB) standards and Generally Accepted Accounting Principles (GAAP).
Trigger Event	Environment-based Trigger Events: • Receive request to review budget information (e.g., funding requirements, funding sources).
Result	• Modified budget information. • Tracking information as needed for measuring performance and business activity monitoring.
Business Process Steps	1. **START:** Receive request to review or modify approved budget. 2. Review policies and procedures for planning and budgeting to determine if budget meets state and federal requirements. 3. Review long-term goals and objectives plans. 4. Review budget to determine accurate and timely information. 5. Review budget performance monitoring information. 6. Review budget revisions to determine their justification and the SMA makes in a timely manner. 7. Prepare budget modification request to Office of Governor based on state budget policies. 8. Receive approval from Office of Governor to modify budget. 9. **END:** Modify budget information as necessary.
Shared Data	Financial data store including accounts payable, accounts receivable, and budget information
Predecessor	***Formulate Budget*** ***Manage Fund*** ***Manage Health Plan Information*** ***Manage Health Benefit Information***
Successor	***Generate Financial Report*** ***Maintain State Plan*** ***Manage Health Plan Information***

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	Manage Data
Constraints	The SMA will follow federal and state requirements for budget management. Economic conditions shift, making less revenue available to fund the approved and planned budget.
Failures	• This business process has no failure modes that prevent the process from going to completion.
Performance Measures	• Time to complete process = within __ days • Accuracy with which edits are applied = ___% • Consistency of decisions and disposition = ___% • Error rate = __% or less