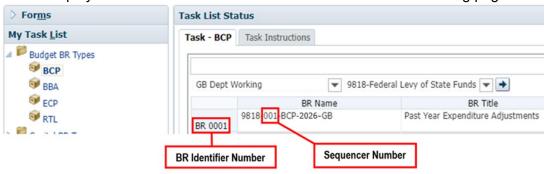
Unique Naming Convention of Budget Requests in Hyperion for 2026-27

Naming Convention for Budget Requests (BRs) across departments and fiscal years:

- 1. **Business Unit (BU) number.** This is the four-digit number equivalent to an organization/entity code.
- 2. **Sequencer number.** This is the last three digits of the BR identifier number.
 - When a BR is created, it is assigned an automated BR identifier number (i.e., BR 0001) that is displayed in the column left of the BR Name field of the BR listing page.



- 3. There are four **Budget BR types** currently in use (excluding three Capital Outlay BR types):
 - **BCP** = Budget Change Proposal
 - **BBA** = Baseline Budget Adjustment
 - **ECP** = Enrollment, Caseload, and Population
 - RTL = Revenue, Transfer, and Loan

There are three Capital Outlay BR types currently in use:

- **COBCP** = Capital Outlay Budget Change Proposal
- COBBA = Capital Outlay Baseline Budget Adjustment
- **COCP** = Capital Outlay Concept Paper
- 4. First part of the fiscal year.
 - Budget year for all BR types. This applies even if the BR has a current year component (e.g., use "2026" in the development of the 2026-27 budget cycle).
 - This is consistent with the "year" shown in the application.
- 5. **Point in time when the BR originated** (GB, A1, M1, MR, L, V). (No point in time is needed for COCPs.)
 - **GB** = Governor's Budget
 - **A1** = April 1
 - **M1** = May 1 (Capital Outlay)
 - **MR** = May Revision
 - L = Legislative Change (Subcommittee/Conference)
 - **V** = Veto Process

Example of a BR at 2026-27 Governor's Budget:

- BR for a BCP = 9818-001-BCP-2026-GB
- BR for a Revenue = 9818-002-RTL-2026-GB

Some Rules to Observe:

- BR(s) must be within the same Finance budget analyst's assignment area.
- Prop 98 and Non-Prop 98 items cannot be mixed within the same BR.