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STARS USER MANUAL

BUDGETING

In addition to this document, see [the Division of Financial Management State Agency Guide Web site](#) and [the Budget and Policy Analysis section of the Legislative Services Office](#).

STARS allows your agency to control budgets and reports at different levels. Legislation sets some of these controls, while agency management set other controls. See also, the [Grant Accounting](#) and [Grant Budgeting](#) documentation.

The three main functions in controlling budgets are:

- A. **Appropriations** - Legislative Control: The highest level of budgeting control is the appropriation level. The legislature sets these using appropriation bills or Idaho Code. The legislature sets controls the agency cannot change without further legislative approval. Refer to the [Appropriations](#) document for details.
- B. **Allocations** - Agency Management Control: The second level is the allocation level. Individual agencies use these if they want tighter controls than the appropriation bill. You can also set allocations with no controls to collect data at different levels without having transactions error. Refer to the [Allocations](#) document for details.
- C. **Financial and Revenue plans** - Expenditure/Revenue Analysis: The third level is the financial/revenue plan level. Agency management usually sets up and uses these plans for analysis of actual vs. expected expenditures/revenues. There are no controls on financial or revenue plans. The plans are reporting tools only. Refer to the [Financial and Revenue Plans](#) document for details.

