SECTION 81 -- POLICY AND BASELINE ESTIMATES OF BUDGET AUTHORITY, OUTLAYS, AND RECEIPTS (MAX SCHEDULES A, S, R, AND K)

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Summary of Changes

Allows agencies to use MAX's automatic outlay generation feature to calculate mandatory outlays (section 81.2).

Requires GRH program information; sequestrable/exempt splits; and pay/non-pay splits in schedule S through BY+9 (section 81.3).

Requires out-year budget authority and outlays to be reported at the same level of detail as in-year budget authority and outlays (section 81.4).

No longer requires agencies to classify outlays according to whether they are current or permanent (section 81.4).

81.1 Overview.

MAX contains detailed information on budgetary resources, outlays, and receipts for presidential policy (MAX schedules A and R) and baseline (MAX schedules S and K). Presidential policy data covers the period PY through BY+9; baseline data covers the period CY through BY+9. MAX schedules A and S are used to report on budget authority and outlays; MAX schedules R and K are used to report on receipts. OMB uses this information to prepare the budget documents. The baseline estimates are also used for scoring PAYGO legislation under the Budget Enforcement Act (BEA).

In addition to information on budgetary resources and outlays, schedules A and S contain spend-out rates and other data needed to automatically generate outlays for selected programs.

Policy estimates for PY through BY must be consistent with program and financing data in MAX schedule P (see section 82). Use the guidance in section 30.2 and 35 to develop the policy estimates. Use the guidance in section 80 to develop the baseline estimates.

You must submit policy data for all accounts except credit financing accounts and Government-sponsored enterprises. You must submit baseline data for the regular budget schedule (transmittal code "0") of all accounts except for credit financing accounts and Government-sponsored enterprises. You must also submit baseline data for supplemental requests (transmittal code "1") that are classified as *mandatory* (such as payments under entitlement programs). Do not provide baseline estimates for other transmittals (codes "2", "3", "4", "5") included in the budget unless specifically requested by OMB.

Sections 81.3 through 81.4 explain how you report data in MAX schedules A, S, R and K.

81.2 Automatic calculations and relationships with other schedules.

Exhibit 81A summarizes the relationships between MAX schedules A, K, P, R, and S and the data that are automatically generated.

(a) *Automatic calculations in MAX schedules A, S, R, and K and data loaded from Treasury.*

(1) *Outlays.* MAX automatically calculates *discretionary outlays (policy and baseline)* in schedules A and S for CY through BY+9 based on:

- The levels of budgetary resources reported.
- Spendout rates.
- Outlays from end of PY balances.

You input outlays from end of PY balances as memorandum entries in MAX schedule S, and report spendout rates in MAX schedules A and S using the separate MAX drop-down menu that is accessible for each budgetary resource, as described in the MAX A-11 User's Guide (see exhibits 81B and 81C). MAX uses this information to automatically generate the outlays from balances that are reported on line 9x21 of MAX schedules A and S. To support the automatic outlay generation feature in MAX, you must enter information developed using the method of calculation (i.e., the waterfall method) that is specified in this Circular and the MAX A-11 User's Guide (see exhibit 81D). As a general rule, automatically generated discretionary outlay amounts cannot be overridden.

For the FY 2000 budget, you will also have the option of using MAX's automatic outlay generation feature to calculate *mandatory outlays*. If you enter spendout rates in MAX schedule S for mandatory resources, MAX will automatically generate the outlays in schedule S (baseline) and copy them to schedule A (policy). Remember to include information on outlays from end of PY balances if you use the automatic feature. The automatically generated mandatory outlay amounts can be overridden in schedule S.

If you want to generate separate discretionary outlays for certain programs within an account, report the budget authority and corresponding outlays from end of PY balances using a line sequence number in the range, 40-79, as explained in the MAX A-11 User's Guide.

(2) *Budget authority.* MAX automatically calculates *discretionary policy budget authority* in schedule A for BY+5 through BY+9 based on information input into MAX by OMB. MAX also automatically calculates *discretionary baseline budget authority* (except spending authority from offsetting collections) in schedule S for BY through BY+9 based on the CY budgetary resources entered by the agency and inflation factors entered into MAX by OMB. Unlike other types of discretionary budgetary resources, for

spending authority from offsetting collections, you must enter discretionary baseline estimates directly into schedule S for CY through BY+9. MAX will calculate discretionary baseline outlays based on the spendout rates and outlays from end of PY balances you input into MAX.

(3) *Receipts.* Past year data will be loaded into schedule R from Treasury data. These amounts cannot be overridden.

(b) *Data copied by MAX from one schedule to another.*

(1) *From schedule S to schedule A.* MAX automatically copies the following data from schedule S (baseline) to schedule A (policy):

- Mandatory budgetary resources (budget authority and limitations) for CY through BY+9.
- Mandatory outlays for CY through BY+9.
- Memorandum information on outlays from end of PY balances (lines 9x22)

To change the policy estimates for these entries, you must revise the baseline estimates. Because of the automatic copy feature, you may wish to enter or revise data in MAX by updating schedule S before updating schedule A.

(2) *From schedule K to schedule R.* MAX automatically copies the mandatory baseline receipts data (offsetting and governmental) you enter in schedule K to schedule R. To change the policy estimates, you must revise the baseline estimates. Because of the automatic copy feature, you should update schedule K before schedule R.

(3) *From schedule A to schedule P.* MAX aggregates gross outlay data from schedule A and copies it to lines 86xx in the program and financing schedule (see section 82.6 and exhibit 82B). To change amounts on lines 86xx in schedule P, you must change the outlay data in schedule A. Because of the automatic copy feature, schedule A must be updated before you can complete schedule P.

81.3 Data classifications used to report data.

In schedules A, S, R, and K, you report data through BY+9 using the data classifications specified below. Multiple entries are required when more than one classification applies to a budgetary resource, limitation, offset, or outlay. When inserting or revising data, you choose the appropriate line number, BEA category, and other classifications from a list provided on the MAX screen. In schedules A and S, you may make non-print notations on stub entries to document information reported (e.g., to clarify the nature of data entered when multiple lines of the same type are used). (See the MAX A-11 User's Guide for details.)

You must provide additional GRH program information in schedule S for CY through BY+9 for the accounts and programs indicated in the table below. This information is needed to calculate the sequestrable budget authority and outlays for accounts that are subject to special sequestration rules under the BEA. The rules specify the maximum sequester that can be applied to these accounts and the method for calculating the maximum sequester. Use the special code only for the portion of the account that is subject to the special rule.

For example, the maximum sequester for the mandatory portion of Medicare is 4%. The budget authority and outlays that are subject to this limit should be entered on lines coded 52, divided between the sequestrable 4% amount and the 96% that is exempt because of the special rule.

DATA CLASSIFICATIONS FOR MAX SCHEDULES A, S, R, AND K

Classification	Description	Applicability
SCHEDULE	Alpha character designation of the type of schedule in the MAX budget system.	All schedules. Appears at the beginning of each schedule.
LINE NUMBER	Represents the 4-position line number of the data reported for schedules A and S (as specified in section 81.4). For schedules K and R, the line number is a 6-position code (xxxx-xx) indicating the character classification code (see sections 81.4 and 84.4). Governmental receipts are reported on line "0000-00".	All schedules. Appears on each line for which data are provided.
SUBFUNCTION	For accounts having a single subfunctional classification, data can be entered without specifying the subfunction; for these accounts, the subfunction designation is automatically provided by MAX. For multifunction accounts, you must enter data under each of the appropriate subfunctions.	Schedules A, K, R, and S.

GRH PROGRAM INFORMATION	For expenditure accounts, you must enter the GRH program code; for receipt accounts, MAX automatically provides the GRH program code.
	
	Agency **Line Code***
	
	Department of Education:
	     Federal family education loan
	     program account (91-0231)......................31
	
	Department of Health and
	  Human Services:
	     Foster care and adoption
	     assistance (75-1545)................................41
	     Medicare, amount subject to
	     4% sequester limit...................................52
	     Other health programs, amount
	     subject to 2% sequester limit...................62
	
	Department of Veterans Affairs:
	     Medical care (36-0160), amount
	     subject to 2% sequester limit...................62
		Schedules K and S

Classification	Description	Applicability
	Automatic Spending Increase (ASI) Accounts:	
	Amount subject to special rule sequester...22	
	Default value..01	
	*Internal OMB code	
BUDGET ENFORCEMENT CATEGORY/ SUBCATEGORY/ JURISDICTION/ USER FEE INDICATOR	Indicates: • BEA category (i.e., discretionary, mandatory, net interest, governmental receipt); C Subcategory (i.e., emergency, user fees, asset sales, third scorecard, modification to a mandatory account, violent crime, highway, mass transit); • Jurisdiction (appropriations or authorizing committee); and • Whether the amount is a user fee. Applies to all line entries except the following memorandum entries: • Number of beneficiaries (line 9993). • Outlays from special funds (line 9950). • Outlays from trust funds (line 9960). In most cases, if an account is classified as discretionary under the BEA, you classify any spending authority from offsetting collections, the offsetting collections from which they are derived (lines 8890, 8895, and 8896) and the outlays from the offsetting collections (line 93xx) as *discretionary*. Likewise, you classify these amounts as *mandatory* in accounts designated as mandatory under the BEA, except for administrative expenses, which are classified as discretionary. Obtain prior OMB approval if you want to split the data reported on these lines between discretionary and mandatory classifications.	Schedules A, K, R and S
Applicable categories:	All discretionary resources are under the jurisdiction of appropriations committees. The classification for mandatory resources differentiates between appropriations and authorizing committee jurisdiction. Report data by the categories listed below. Multiple entries are required when budgetary resources and the resulting outlays are classified in more than one BEA category/ subcategory/ jurisdiction/ user fee indicator.	
Discretionary	This is the generic category for discretionary and includes: • Spending authority that requires appropriations committee action and the associated outlays; and	

Classification	Description	Applicability
	• Receipts made available through action by appropriations committees in discretionary accounts. It excludes other discretionary categories described below.	
Discretionary, user fees	Portion of discretionary amounts that include user fees. This coding applies to: • Offsetting collections credited to an appropriation or fund account (line 8890) in MAX schedules A and S. • Offsetting receipts in schedules R and K.	
Discretionary, emergency	Emergency funding (i.e., funding that is proposed to be designated as emergency by the President and the Congress in statute) that is included in appropriations committee discretionary amounts. Use this only for new emergency funding proposed in the budget. *Use only with OMB approval.*	
Discretionary, asset sales	Asset sales that are enacted in an appropriation act that cannot be counted for BEA scoring , i.e., those where the net financial cost to the Government is a loss (see Appendix A, rule 15). *Use only with OMB approval.*	
Discretionary, modification of a mandatory account	Appropriations action modifying spending authority or receipts in an otherwise mandatory account. Not applicable to baseline estimates. *Use only with OMB approval.*	
Discretionary, highway	Programs under the discretionary highway category of the BEA, as amended by the Transportation Equity Act for the 21st Century (P.L. 105-178). Classify amounts in excess of the highway category spending cap in the general "discretionary" category, not as "discretionary, highway."	
Discretionary, mass transit	Programs under the discretionary mass transit category of the BEA, as amended by the Transportation Equity Act for the 21st Century (P.L. 105-178). Classify amounts in excess of the mass transit category spending cap in the general "discretionary" category, not as "discretionary mass transit."	
Discretionary, violent crime reduction fund	Programs funded from the Violent crime reduction trust fund, established by Title XXXI of the Violent Crime Control and Law Enforcement Act of 1994.	
Mandatory, appropriations committee	This is the generic category for mandatory under appropriations committee jurisdiction. Includes spending authority, outlays, and receipts that are classified as mandatory under the BEA and are under appropriations committee jurisdiction. Excludes amounts classified in discretionary categories, other mandatory categories, net interest, and governmental receipts.	

Classification	Description	Applicability
Mandatory, authorizing committee	This is the generic category for mandatory under authorizing committee jurisdiction. It includes spending authority, outlays and receipts that are classified as mandatory under the BEA and are under authorizing committee jurisdiction. It excludes amounts classified in the other categories listed. Most mandatory receipts are classified as mandatory, authorizing committee.	
Mandatory, user fees, appropriations committee	User fees included in a mandatory account under appropriations committee jurisdiction. This coding applies to offsetting collections credited to an appropriation or fund account (line 8890) in schedules A and S, and to offsetting receipts in schedules R and K.	
Mandatory, user fees, authorizing committee	User fees included in a mandatory account under authorizing committee jurisdiction. This coding applies to offsetting collections credited to an appropriation or fund account (line 8890) in schedules A and S and to offsetting receipts in schedules R and K.	
Mandatory, emergency appropriations committee	Emergency funding (i.e., funding that is proposed to be designated as emergency by the President and the Congress in statute) included in a mandatory account under appropriations committee jurisdiction. *Use only with OMB approval.*	
Mandatory, emergency, authorizing committee	Emergency funding (i.e., funding that is proposed to be designated as emergency by the President and the Congress in statute) in a mandatory account under authorizing committee jurisdiction. *Use only with OMB approval.*	
Mandatory, asset sales, authorizing committee	Asset sales that are enacted in an authorization act that cannot be counted for BEA scoring (i.e., those where the net financial cost to the Government is a loss (see Appendix A, rule 15). *Use only with OMB approval.*	
Mandatory, third scorecard, appropriations committee	Proposed legislative changes to mandatory budget authority, outlays, or receipts under appropriations committee jurisdiction that are not scored as PAYGO or subject to discretionary limits under the BEA. Includes changes that are "level of effort" changes, or when the level of receipts is dependent upon the amount of annual appropriations. *Does not apply to schedules K or S.*	
Mandatory, third scorecard, authorizing committee	Proposed legislative changes to mandatory budget authority, outlays, or receipts under authorizing committee jurisdiction that are not scored as PAYGO or subject to discretionary limits under the BEA. *Does not apply to schedules K or S.*	
Net interest	Interest included in the net interest function. Applies to budget authority, outlays, and offsetting receipts in function 900.	

Classification	Description	Applicability
Net interest, third scorecard	Proposed legislative changes to interest budget authority, outlays, or receipts under authorizing committee jurisdiction that are not scored as PAYGO or subject to discretionary limits under the BEA. *Does not apply to schedules K or S.*	
Governmental receipts	Receipts classified as governmental in schedules K and R. It excludes other receipt categories described below.	
Governmental receipts, third scorecard	Proposed legislative changes to governmental receipts under authorizing committee jurisdiction that are not scored as PAYGO or subject to discretionary limits under the BEA. *Does not apply to schedule K.*	
Discretionary, modification of Governmental receipts	Appropriations action modifying governmental receipts. Does not apply to schedule K. *Use only with OMB approval.*	
Governmental receipts, user fees	User fees that are included in governmental receipt accounts. Applies to governmental receipts in schedules R and K.	
Discretionary, modification of Governmental receipts, user fees	Appropriations action modifying Governmental receipts, user fees. *Does not apply to schedule K. Use only with OMB approval.*	
SEQUESTRABLE/ EXEMPT	Used to compute BEA sequesters. Indicates whether amounts are sequestrable or exempt. Applies to: C Budget authority; • Unobligated balances (for defense only); • Limitations; and • Outlays. *Sequestrable* means amounts not exempted by any provision of the BEA and therefore, subject to a uniform percentage reduction, elimination of an automatic spending increase, or reduction under special rules. Applies to spending authority from non-voluntary offsetting collections from non-Federal sources. *Exempt* means amounts not subject to any reduction because the program, account, or resource type is specifically exempted by the BEA or other laws. The exempt category includes: • Spending authority from offsetting collections from Federal sources; • Spending authority from voluntary offsetting collections from non-Federal sources for goods and services; and • Outlays from prior balances or from prior limitations for non-defense accounts.	Schedule S

Classification	Description	Applicability
CIVILIAN PAY/ MILITARY PAY/ NON-PAY	Indicates whether amounts are used to fund personnel compensation or other activities. Applies to baseline budget authority (except spending authority from offsetting collections) and limitations.	Schedule S
	Civilian pay means the amount of new budgetary resources used to fund civilian personnel compensation, consistent with the definitions for object classes 11.1 through 11.5 and 12.1.	
	Military pay means the amount of new budgetary resources used to fund pay for military personnel, consistent with object classes 11.7 and 12.2.	
	Amounts designated as pay should reflect personnel compensation financed from discretionary budget authority or limitations only.	
	Non-pay means the amount of new budgetary resources not used to fund personnel compensation. Applies to mandatory budget authority even if it funds personnel compensation.	

81.4 Line number coding for schedules A, S, R, and K.

(a) *Budgetary resources.*

The line numbers indicate the type of budgetary resource and whether it is discretionary or mandatory. The following table indicates the line numbers used to report budgetary resources.

BUDGETARY RESOURCES

Entry	Description	Applicability*
2199	*Sequestrable unobligated balances (defense only)*. Report the sequestrable unobligated balances of budgetary resources that became available in previous years. Use only for accounts in function 050, national defense. Amounts reported on line 2199 should be consistent with the sum of entries on lines 21xx of the program and financing schedule.	Schedule S for CY-BY+1 only.
4300-5590	*Discretionary budget authority.* Use total lines (lines 4300, 4790, 4990, 5300, 5590) to report the appropriate amounts from the program and financing schedule for each applicable type of authority (see section 82.4).	Schedules A and S
6250-6790	*Mandatory budget authority.* Use total lines (lines 6250, 6390, 6490, 6590, 6690, or 6790) to report the appropriate amounts from the program	Schedules A and S

Entry	Description	Applicability*
	and financing schedule for each applicable type of authority (see section 82.4).	
6890	***Discretionary spending authority from offsetting collections.*** Use line 6890 to report the appropriate amounts from the program and financing schedule (see section 82.4).	Schedules A and S
6990	***Mandatory spending authority from offsetting collections.*** Use line 6990 to report the appropriate amounts from the program and financing schedule (see section 82.4).	Schedules A and S
7xxx	***Limitations --*** **memorandum entry.** Includes enacted or proposed limitations on administrative expenses and de facto limitations established as a result of sequestration under the BEA. Also includes limitations on obligations enacted in authorizing legislation for certain transportation programs in the absence of limitations enacted in appropriations acts. See section 81.4(b) for the coding scheme for limitations. Mandatory budget authority that is subject to a discretionary limitation on obligations set in an appropriations act is scored as discretionary budget authority rather than as a limitation for all affected accounts except trust fund accounts in the Department of Transportation. Baseline data are not required for loan limitations.	Schedules A and S
9993	***Number of beneficiaries (in thousands) --*** **memorandum entry.** Report the annual average number of beneficiaries that are served by Federal hospital insurance, supplementary medical insurance, unemployment insurance, and rail industry pension fund programs. MAX uses these data generate discretionary baseline budget authority for administrative expenses for these programs.	Schedule S

General notes on budgetary resources:

- *MAX automatically copies mandatory baseline budgetary resources entered in schedule S for CY through BY+9 to schedule A.*

- *MAX automatically calculates baseline estimates for discretionary budgetary resources for BY-BY+9 (except spending authority from offsetting collections).*

- *MAX automatically calculates policy estimates for discretionary budgetary resources for BY+5-BY+9.*

- *You may report discretionary budget authority and associated outlays for certain programs within an account separately from other similar programs. If you report budget authority using a line sequence number (see MAX A-11 User's Guide) in the range, 40-79, separate outlay data will be generated.*

* Do not report baseline data (schedule S) for the PY.

(b) *Limitations*.

MAX includes data on limitations:

- For selected accounts where limitations on administrative expenses are enacted or proposed; and
- Where de facto limitations are established as a result of sequestration under the BEA.

The line numbers distinguish between types of limitations (e.g., limitation on program level, direct loan) and indicate the amount of the limitation and the associated outlays.

Budget year limitation amounts should correspond to the limitation language presented in the budget for the budget year. Current year presequester limitation amounts should correspond to the enacted limitation language printed in the budget. For accounts with limitations on direct loan obligations and loan guarantee commitments, the limitation amounts should tie to the amounts reported in MAX schedules G and H through BY+4 (see section 85.10).

When more than one limitation is applicable, report each one separately. Generally, limitation amounts are shown on a presequester basis, and the effects of any reductions pursuant to the BEA are reported separately. Show defacto limitations as if they were in place before the sequester. De facto limitations resulting from sequestration of the BEA law will be reported only for PY and CY, as applicable.

Credit limitations should be reported in the program account. Baseline data on credit limitations are not required because these limitations are not sequestrable.

Permanent budget authority that is subject to a discretionary limitation on obligations set in an appropriations act is scored as discretionary budget authority rather than as a limitation for all affected accounts, except trust fund accounts within the Department of Transportation.

The following table indicates the line numbers used to report limitations.

LIMITATIONS

Entry	Description	Applicability*
Xxxx	For the first digit, use: • "7" to indicate the amount of the limitation; or • "9" to report the outlays associated with the limitation. *Note: Outlays are not required for limitations on loan guarantee commitments.*	Schedules A and S

Entry	Description	Applicability*
xXxx	For the second digit, use: C "0" to report the amount of the limitation; • "9" to report BEA reductions in limitations (other than reductions in credit limitations and defacto limitations); • "7" to report *outlays* from new limitations (i.e., from a limitation in the year the limitation is enacted or proposed); or • "8" to report *outlays* from prior limitations (i.e., from limitation that were enacted in prior years. *Note: Show outlays from limitations on a post-sequester basis.*	Schedules A and S
xxXx	The third digit denotes whether or not the limitation was established as a result of the BEA. For the third digit, use: • "0" to indicate the limitation was not established as a result of the BEA; or • "1" to indicate de facto limitations established as a result of the BEA. *Note: For outlays, use "0" in all cases.*	Schedules A and S
xxxX	The fourth digit identifies the specific limitation pertaining to the account and will be assigned by OMB as follows: C 1 through 5 -- limitation on administrative and other expenses. • 6 -- limitation on program level (obligations). • 7 -- limitation on direct loan activity. • 8 -- limitation on loan guarantee commitments. • 9 -- reserved for OMB use.	Schedules A and S except for xxx7 and xxx8, which are only applicable to schedule A.
	General notes on limitations: • *OMB approval is required for reporting discretionary limitations on administration expenses and on program level (obligations).* • *Present any supplemental request involving limitations in a schedule under a separate transmittal code, even if a separate program and financing schedule is not required.*	

*Do not report baseline data (schedule S) for the PY.

(c) *Offsets.*

Provide data on offsetting collections (i.e., cash credited to the account) and changes in receivables and unpaid, unfilled orders from Federal sources for all accounts with spending authority from offsetting collections (lines 6890 or 6990). The following table indicates the line numbers used to report offsets.

OFFSETS

Entry	Description	Applicability*
8890	***Total offsetting collections (cash)***. The amount of cash credited to the appropriation or fund account. Exclude the change in receivables and unpaid, unfilled orders from Federal sources, which is reported on line 8895. For PY through BY this equals the total offsetting collections (lines 8800 through 8845) in the program and financing schedule.	Schedules A and S
8895	***From Federal sources: Change in receivables and unpaid, unfilled orders***. The change (increase (+) or decrease (-)) in receivables and unpaid, unfilled orders from Federal sources from the start to the end of year. For PY through BY, this equals line 8895 in the program and financing schedule.	Schedules A and S
8896	***Adjustment to receivables and unpaid, unfilled orders from Federal sources***. Report the net adjustments (upward (-) or downward (+)) to receivables and unpaid, unfilled orders from Federal sources. Use only for the PY. This line equals line 8896 in the program and financing schedule.	

* Do not report baseline data (schedule S) for the PY.

(d) *Outlays.*

The line numbers indicate the source of the outlays as follows:

- New budget authority or balances of budget authority made available in prior years;
- New limitations or balances of limitations from prior years; or
- Spending authority from offsetting collections.

For discretionary programs, you must report outlays from end of PY balances as memorandum (non-add) entries in schedule S through BY+9. MAX will automatically copy this information to schedule A and use it (along with the spendout rates you provide) to calculate discretionary policy and baseline outlay estimates. Specifically, data entered for these memorandum entries (lines 9122, 9322, or 9822) will be used to calculate

the corresponding outlays from balances (lines 9121, 9321, and 98xx). If you enter these data for mandatory programs, along with spendout rates, outlays will also be automatically calculated. However, you may override and change the automatically calculated mandatory outlays.

In schedule A, the total gross outlays reported for PY through BY (i.e., the sum of lines 91xx through 98xx, excluding memorandum entries) must be consistent with those reported in MAX schedule P on line 7320. The distribution of PY outlays between those from new budget authority and those from balances of prior authority should be available from accounting records. The distribution of CY through BY+9 outlays between those from new budget authority and those from balances will be estimated based on experience in the timing of outlays for the respective obligations.

For special and trust funds, you must report total gross outlays through BY+9 on memorandum (non-add) lines in schedules A and S.

The following table indicates the line numbers used to report outlays.

OUTLAYS

Entry	Description	Applicability*
9111	***Outlays from new authority.*** The outlays from new budget authority for that year. These outlays may not exceed the sum of budget authority entries in the program and financing schedule (lines 40xx through 67xx) for that year. Exclude outlays from new limitations reported on line 97xx and outlays from new spending authority from offsetting collections reported on line 93xx.	Schedules A and S
9121	***Outlays from balances.*** The outlays from balances (both obligated and unobligated) of budget authority brought forward from the previous year. The sum of outlays on lines 9121 and 9221 may not exceed balances at the start of the year (lines 21xx and 72xx of schedule P), plus or minus adjustments in those balances during the year (lines 2221, 2222, 7331, 7332, and 7340 of schedule P). Exclude outlays from prior limitations reported on line 98xx and outlays from balances of spending authority from offsetting collections reported on line 9321. In schedule S, all outlays from prior year balances of non-defense accounts are classified as exempt from	Schedules A and S

Entry	Description	Applicability*
	sequester. For defense accounts, report outlays from sequestrable unobligated balances on line 9994 in schedule S, as appropriate.	
9122	***Outlays from end of PY balances* -- memorandum entry**. The outlays that will occur each year (CY-BY+9) from balances of budget authority made available prior to the current year. Do not report outlays from new budget authority provided in CY-BY+9. Exclude outlays from end of PY balances of prior limitations, which are reported on line 9822, and outlays from end of PY balances of prior spending authority from offsetting collections, which are reported on line 9322. MAX will automatically copy the data entered in schedule S to schedule A and use it to calculate discretionary outlays from balances on line 9121.	Schedules A and S
9311	***Outlays from new spending authority from offsetting collections.*** The outlays from new spending authority from offsetting collections becoming available in that year. These outlays cannot exceed the total amount reported on lines 68xx and 69xx of the program and financing schedule for that year.	Schedules A and S
9321	***Outlays from balances of spending authority from offsetting collections.*** The outlays from balances (both obligated and unobligated) of spending authority brought forward from a previous year.	Schedules A and S
9322	***Outlays from end of PY balances of spending authority from offsetting collections* -- memorandum entry**. The outlays that will occur each year (CY-BY+9) from balances of spending authority from offsetting collections made available prior to the current year. Do not report outlays from new spending authority provided in CY through BY+9. Exclude outlays from end of PY balances of budget authority reported on line 9122 and outlays from end of PY balances of prior limitations reported on line 9822. MAX will automatically copy the data entered in schedule S to schedule A and use it to calculate discretionary outlays from balances on line 9321.	Schedules A and S

Entry	Description	Applicability*
97xx	***Outlays from new limitations.*** The outlays from new limitations (i.e., outlays from limitations in the year the limitations were enacted or proposed). Include outlays from spending authority from offsetting collections that are controlled through new limitations.	Schedules A and S
98xx	***Outlays from prior limitations.*** The outlays from prior limitations (i.e., outlays from limitations that were enacted in prior years). Include outlays from spending authority that are controlled through prior limitations. In schedule S, classify outlays from prior limitations as exempt from sequester.	Schedules A and S
9822	***Outlays from end of PY balances of prior limitations – memorandum entry.*** The outlays that will occur each year (CY-BY+9) from balances of limitations that were enacted prior to the current year. Do not report outlays from limitations enacted or proposed for CY through BY+9. Exclude outlays from end of PY balances of budget authority, which are reported on line 9122 and outlays from end of PY balances of spending authority from offsetting collections which are reported on line 9322. MAX will automatically copy the data entered in schedule S to schedule A and use it to calculate discretionary outlays from prior limitations balances on line 98xx.	Schedules A and S
9950	***Outlays from special funds–memorandum entry.*** The total gross outlays from special fund budget authority.	Schedules A and S
9960	***Outlays from trust funds–memorandum entry.*** The total gross outlays from trust fund budget authority.	Schedules A and S
9994	***Outlays from sequestrable unobligated balances -- memorandum entry.*** Report only for accounts in function 050, national defense.	Schedule S for CY-BY+1 only.

General notes on outlays:

- *Report outlays from offsetting collections that are controlled through limitations under the appropriate limitation lines (lines 97xx, 98xx), rather than on line 93xx.*

- *Gross outlays in schedule A will be aggregated and copied to the appropriate lines (86xx) schedule P.*

Entry	Description	Applicability*
	• *Outlays for limitations will be identified by entering in the stub title the 4-digit code "970X" (outlays from new limitations) or "980X" (outlays from prior limitations), where X indicates the specific limitation involved.*	
	• *MAX automatically copies mandatory outlays entered in schedule S to schedule A.*	
	• *MAX automatically calculates discretionary outlays in schedules A and S based on the levels of budgetary resources reported, spendout rates, and outlays from end of PY balances.*	

*Do not report baseline data (schedule S) for the PY.

(e) *Receipts data*

You must report data on all collections deposited in receipt accounts (i.e., governmental and offsetting receipts) in schedules R and K. The line numbers for offsetting receipts are also used to designate receipt character classification (see section 84.4). Only one character classification (line number) is valid for each receipt account. The following table indicates the line numbers used to report receipts:

RECEIPTS

Entry	Title	Description	Applicability*
0000-00	*Governmental receipts*	Report all receipts classified as governmental (see section 20.7)	Schedules K and R
	Offsetting receipts	Report all offsetting receipts based on the character classification of the receipts (see section 85.4). *Most offsetting receipts will be reported on line 2004-03.*	Schedules K and R
1330-03	Proceeds from sale of commodities		
1340-03	Receipts from sales of property or assets		
1352-03	Receipts from other physical assets		
1512-03	Receipts for education and training		
2004-03	All other offsetting receipts		

*Baseline data (schedule K) are not reported for the PY.

Relationships Between MAX Schedules A, K, P, R, and S

Relationships between some MAX schedules have implications for the way in which users revise data in the MAX data base. This explanation provides some basic tips for updating MAX, based on the way data are automatically copied by MAX from one schedule to another. Although there are many ways to revise the data base, the following approach takes advantage of the automatic copy features in MAX.

In updating the data base, agencies usually complete the PY column before entering data for CY and beyond. As a general rule, users should update PY data in schedule P and, since some schedule A data are automatically copied to schedule P, revise the PY column of schedule A before updating other data. For CY through BY+9, users should revise schedule S before updating schedule A, since some schedule A data are automatically copied from schedule S. Likewise, since some schedule K data are copied to schedule R, schedule K should be updated before schedule R.

MAX schedule P (Program and financing schedule)

For PY:

—PY outlays are automatically loaded into the net outlays line (line 9000) from the *Treasury Annual Report Appendix.* [1]

—Other PY data (e.g., start and end of year unobligated and obligated balances, etc.) should be consistent with the corresponding data reported to Treasury.

—The PY end of year balances are copied to the CY column and provide a good starting point for beginning to revise the detail in this column. Note that gross outlay data for schedule P (lines 86xx) are imported from schedule A; they cannot be entered directly in schedule P.

Before updating CY and BY, agencies may wish to revise schedules S and A, as follows.

MAX schedule S (Baseline budget authority and outlays)

For CY–BY+9:

—Mandatory baseline budget authority, limitations, and outlays reported under transmittal code 0 must be entered in schedule S and are automatically copied to schedule A.

—MAX calculates discretionary baseline budget authority and outlays through BY+9. Agencies must enter CY discretionary budgetary resources, CY and BY spendout rates, and outlays from end of PY balances of discretionary budgetary resources to generate discretionary baseline estimates.

—Outlays from end of PY balances of budgetary resources (lines 9x22) are automatically copied to schedule A. MAX uses these data to calculate amounts for discretionary outlays from balances (lines 9x21) in both schedules A and S.

—Agencies have the option of using MAX to calculate mandatory baseline outlays through BY+9. Agencies must enter the mandatory budgetary resources for CY through BY+9, CY and BY spendout rates, and outlays from end of PY balances of mandatory resources (9x22) to generate mandatory baseline outlays.

MAX schedule A (Policy budget authority and outlays)

For PY:

—Data for mandatory and discretionary policy estimates will be entered directly into schedule A.

For CY–BY+9:

—Mandatory policy estimates in schedule A are automatically copied from schedule S; to revise amounts in schedule A, the amounts must be changed in schedule S. [2]

—MAX calculates discretionary policy budget authority for BY+5 through BY+9.

—MAX calculates discretionary policy outlays through BY+9. Agencies must enter discretionary budgetary resources for CY–BY+4, and CY and BY spendout rates. Outlays from end of PY balances of discretionary resources (lines 9x22) must be entered in schedule S, are automatically copied to schedule A, and are used to calculate discretionary policy outlays from balances (lines 9x21).

For PY–BY:

—Outlay data reported in schedule A will be automatically copied to lines 86xx in schedule P.

MAX schedule K (Baseline receipts)

For CY–BY+9:

—Mandatory current law baseline receipts (offsetting and governmental) must be entered in schedule K under transmittal code 0 and are automatically copied to schedule R.

—Other baseline receipts entered in schedule K are not copied to schedule R.

MAX schedule R (Policy receipts)

For PY:

—PY receipt data are automatically loaded in receipt accounts from Treasury data. [1]

For CY–BY+9:

—Mandatory current law policy receipts (offsetting and governmental) in schedule R are automatically copied from schedule K; to revise amounts in schedule R, the amounts must be changed in schedule K. [2]

—Other policy receipts can be entered directly in schedule R.

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[1] PY data on these lines cannot be revised by agencies. If an agency does not agree with the net outlay or receipt amounts loaded into MAX, an explanation of the difference should be submitted to the agency's OMB representative.

[2] Applies to transmittal code 0 only. Data for other transmittal codes are entered directly in schedules A or R, as appropriate.

Setting Up Outlay Calculations

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```
S-4300 01 Appropriation
 (total)
         Discretionary
```

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
CY Spendout Rates [1]	5.155	44.43	20.16	13.87	10.88	2.85
BY Spendout Rates [2]	10.12	54.13	20.10	10.83	1.50	1.32

	Year 7	Year 8	Year 9	Year 10	Year 11	Total [3]
CY Spendout Rates [1]	1.15	.75	.50	.25	.005	100.0
BY Spendout Rates [2]	1.05	.90	.05	...	...	100.0

~~~~~~

```
S-6890 01 Spending authority
 from offsetting collections
 (total)
         Discretionary
```

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
CY Spendout Rates [1]	100.0	...	...	...	...	...
BY Spendout Rates [2]	95.0	5.00	...	...	...	...

	Year 7	Year 8	Year 9	Year 10	Year 11	Total [3]
CY Spendout Rates [1]	...	...	...	...	...	100.0
BY Spendout Rates [2]	...	...	...	...	...	100.0

~~~~~~

[1] Enter the spendout rates for the discretionary resources provided in the current year. For this purpose, Year 1 represents CY, Year 2 represents BY, etc. Spendout rates must be provided for each discretionary budgetary resource. *Amounts will be reported as percentages, with the option to include up to six decimal places.*

[2] Enter the spendout rates for the discretionary resources provided in the budget year. For this purpose, Year 1 represents BY, Year 2 represents BY+1, etc. Spendout rates must be provided for each discretionary resource. *Amounts will be reported as percentages, with the option to include up to six decimal places.*

[3] Spendout rates should total 100 percent unless the budget authority does not spend out within eleven years; the total should never exceed 100 percent.

Note: Agencies have the option of using MAX to automatically calculate mandatory outlays.

Setting Up Outlay Calculations—Resource with Multiple Spendout Rates

	PY	CY	BY	BY+1	BY+2	BY+3	BY+4	BY+5
BA, Limitations, and Outlays—Baseline (S)								
4300 01 Appropriations (total)								
Discretionary **OL Rates**								
Sequestrable								
Non-Pay		8,098	8,341	8,600	8,866	9,141	9,424	9,820

Estimates for BY+6 through BY+9 can be viewed by scrolling across the MAX screen.

Spendout rates (entered for line 4300 01) for non-pay. Spendout rates are entered from the EDIT SETUP OUTLAYS CALCULATION menu.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
CY Spendout Rates :	10.00	10.00	10.00	10.00	10.00	10.00
BY Spendout Rates:	10.00	10.00	10.00	10.00	10.00	10.00

	Year 7	Year 8	Year 9	Year 10	Year 11	Total
CY Spendout Rates :	10.00	10.00	10.00	10.00	....	100.00
BY Spendout Rates:	10.00	10.00	10.00	10.00	....	100.00

	PY	CY	BY	BY+1	BY+2	BY+3	BY+4	BY+5
4300 02 Appropriations (total)								
Discretionary **OL Rates**								
Sequestrable								
Civilian-Pay		23,296	24,438	25,464	26,533	27,648	28,809	30,019

Estimates for BY+6 through BY+9 can be viewed by scrolling across the MAX screen.

Different spendout rates (entered for line 4300 02) for civilian pay. Spendout rates are entered from the EDIT SETUP OUTLAYS CALCULATION menu.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
CY Spendout Rates :	85.00	15.00	....	....	....	....
BY Spendout Rates :	85.00	15.00	....	....	....	....

	Year 7	Year 8	Year 9	Year 10	Year 11	Total
CY Spendout Rates :	....	....	....	....	....	100.00
BY Spendout Rates :	....	....	....	....	....	100.00

Automatic Generation of Discretionary Outlays in MAX Schedule A

To generate outlays automatically, enter discretionary budgetary resources and spendout rates in schedule A and enter outlays from end of PY balances in schedule S, which MAX then copies to schedule A.

Budget authority reported under line sequence numbers 01–39 are rolled up into a single outlay entry with a line sequence number of 01 for each BEA category. To generate separate discretionary outlay data for programs within an account, report the corresponding budget authority using a line sequence number in the range 40–79.

On line 9111, MAX calculates outlays using the first year spendout rate for new discretionary budget authority (line 4300) reported for the year.

AUTOMATIC GENERATION OF DISCRETIONARY OUTLAYS IN SCHEDULE A

BA, Limitation and Outlays—Policy (A)	PY	CY	BY	BY+1	BY+2	BY+3	BY+4	BY +5	BY+6	BY+7	BY+8	BY+9
4300 01 751 Appropriation Discretionary **Outlay Rates**	40	45	50	50	50	50	50	50	50	50	50	50
9111 751 Outlays from new authority discretionary	8	9	10	10	10	10	10	10	10	10	10	10
9121 751 Outlays from balances discretionary	14	14	22	34	39	33	40	40	40	40	40	40
Line 9121 is comprised of:												
Outlays from end of PY balances	n/a	14.0	6.0	12.0								
Spendout of CY balances			15.8	6.8	13.5							
Spendout of BY balances				15.0	10.0	7.5	7.5					
Spendout of BY+1 balances					15.0	10.0	7.5	7.5				
Spendout of BY+2 balances						15.0	10.0	7.5	7.5			
Spendout of BY+3 balances							15.0	10.0	7.5	7.5		
Spendout of BY+4 balances								15.0	10.0	7.5	7.5	
Spendout of BY+5 balances									15.0	10.0	7.5	7.5
Spendout of BY+6 balances										15.0	10.0	7.5
Spendout of BY+7 balances											15.0	10.0
Spendout of BY+8 balances												15.0
9122 751 Outlays from end of PY balances discretionary		14	6	12								

In CY, these two amounts will always be the same.

Outlays from balances equal outlays from end of PY balances in BY+1 plus third year spendout of CY balances plus second year spendout from BY balances. Outlays from balances in other years are calculated by MAX in a similar manner.

The shaded portion of this exhibit displays calculations needed to generate outlays from balances. While not visible on this MAX screen, the calculations can be reviewed by selecting "View," "Outlay Calculations" from the pull down menu. (Although displayed in a different format in MAX, the method of calculation is the same).

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Assumptions:						
CY spendout rates..	20.00	35.00	15.00	30.00		100
BY spendout rates..	20.00	30.00	20.00	15.00	15.00	100

Note.— MAX applies the BY spendout rates to budget authority for BY and beyond.

Agencies enter this information in MAX schedule S. MAX copies the data from schedule S into schedule A. These data are necessary for MAX to generate correct amounts on lines 9x21.

To enter CY and BY spendout rates, select "Edit," "Setup Outlay Calculations" from the pull down menu (see exhibits 81B and 81C).