



# City of Albuquerque Information Technology Services Division Data Management

## Data.cabq.gov Core Metadata Requirements

### Contact Information

Name	Patsy Pino
Department/Division	Office of Management & Budget
Phone	(505) 768-3517
Email	ppino@cabq.gov

### What Does this Dataset Describe?

Dataset Title	Budget Data
Short Description	The published budget data (proposed or approve)
<b>Full Non-Technical Description</b>	
<p>This is the dataset used to create the published budget found at <a href="http://www.cabq.gov/dfa/budget/annual-budget">http://www.cabq.gov/dfa/budget/annual-budget</a>.</p> <p>A budget is “an estimate, often itemized, of expected income and expense for a given period in the future.”<sup>i</sup></p> <p>This dataset only includes expected expenditures (expenses). We do not include expected revenue (income), nor do we include any actual expenditure totals.</p> <p><b>Defining Proposed vs. Approved Budgets</b></p> <p>A “proposed” budget is one that was sent to the City Council for approval An “approved” budget is one that was approved by the City Council</p> <p>The City of Albuquerque creates two budgets each year.</p> <ul style="list-style-type: none"><li>• A <b>proposed</b> budget which is sent to council for review and approval in the spring</li><li>• An <b>approved</b> budget which has been adjusted and agreed upon by council and the Mayor. The approved budget is normally available in mid-summer.</li></ul> <p>At the City of Albuquerque, we publish a budget that was approved by City Council on our website <a href="http://www.cabq.gov/dfa/budget/annual-budget">http://www.cabq.gov/dfa/budget/annual-budget</a> each year. To better understand the budgeting process and terms used at the City of Albuquerque, please refer to the appropriate fiscal year budget document located at the link above.</p>	

Sections in the budget document that are particularly useful to help understand the data found in this dataset are:

- Interoffice Memorandum (for FY/16 from Mayor Berry on page 1).
- Department Approved Budgets (for FY/16 on page 22).
- Acronyms and Abbreviations (for FY/16 on page 253).
- Glossary of Terms (for FY/16 on page 255).

## How Should this Dataset be Cited?

### Current Budget Data

File name construct:

- 1) Website where data can be found.
- 2) Directory(s) within the website.
- 3) File name, where 9999 represents the Fiscal Year and XXXXX represents if this is a proposed or approved budget.
- 4) Extension indicating the type of file.
  - a. Tab Delimited (CSV)
  - b. XML

1	2	3	4
<a href="http://data.cabq.gov/government/budget/Budget9999XXXXXCABQ-en-us.csv">http://data.cabq.gov/government/budget/Budget9999XXXXXCABQ-en-us.csv</a>			

<http://data.cabq.gov/government/budget/Budget9999XXXXXCABQ-en-us.xml>

<http://data.cabq.gov/government/budget/Budget2017ApprovedCABQ-en-us.csv>

### Historical Data

File name construct:

- 5) Website where data can be found.
- 6) Directory(s) within the website.
- 7) File name, where xxxx represents Fiscal Year and XXXXX represents if this is a proposed or approved budget.
- 8) Extension indicating the type of file.
  - a. Tab Delimited (CSV)
  - b. XML

1	2	3	4
<a href="http://data.cabq.gov/government/budget/history/BudgetxxxxXXXXXCABQ-en-us.csv">http://data.cabq.gov/government/budget/history/BudgetxxxxXXXXXCABQ-en-us.csv</a>			

<http://data.cabq.gov/government/budget/history/BudgetxxxxXXXXXCABQ-en-us.xml>

<http://data.cabq.gov/government/budget/history/Budget2016ApprovedCABQ-en-us.csv>

## Does the Dataset Reflect a Particular Time Period?

Start Date	Approved 2016
End Date	Current Fiscal Year (Fiscal Year starts on July 1 and ends on June 30 of each year).
Dataset Refresh Interval	When available, at least once a year
Dataset Expiration Date	None
Dataset Review Date	Reviewed at the beginning of each Fiscal Year
<b>Comments</b>	
Once the new fiscal year (proposed or approved) budget has been posted on the city website, the data will be uploaded to /budget and the prior year data will be moved to /budget/history.	

## Dataset Definition/Format

BudgetCYXXXXXCABQ-en-us.csv / BudgetxxxxXXXXXCABQ-en-us.csv		
Field Name	Format	Description
FISCAL_YEAR	String	The fiscal year of the budget. Format CCYY where CC is the century and YY is the year.
BUDGET_TYPE	String	Indicates if this is an approved or proposed budget. APPROVED PROPOSED
BUDGET_SORT_ORDER	String	This is the sort order of the published report. The published report is not sorted by organization name nor is it sorted by organization department id.
DEPTID	String	The unique identifier for the department.
DEPARTMENT	String	The department description. See budget document for more information.
DIVISION_ID	String	This is the unique identifier for the individual division within the department.
DIVISION	String	This is the unique identifier for the individual division within the department. A DIVISION_ID containing "PR" is a project. The first two (2) characters are the department identifier, which correspond to the first two (2) characters of the department id; the next two (2) characters indicate that is a project; the last three (3) characters represent the fund the project is assigned to. e.g. 29PR265 – Department is 29, PR = Project, Fund

		= 265.
FUND	String	The fund the TOTAL is assigned to. Fund – sum of money or resource segregated for the purpose of carrying on a specific activity or attaining certain objectives in accordance with specific regulations, restrictions, or limitation and constituting an independent fiscal and accounting entity. Each fund is a self-balancing set of accounts.
FUND_DESCRIPTION	String	The fund and the description of the fund the TOTAL is assigned to. See budget document for more information on funds.
ACCOUNT	String	The account number the TOTAL is assigned to.
ACCOUNT_DESCRIPTION	String	The description of the account number the TOTAL is assigned to.
TOTAL	Number	The total year to date amount budgeted for the organization, division, fund and account.
BudgetCYXXXXXCABQ-en-us.xml / BudgetxxxxXXXXXCABQ-en-us.xml		
Field Name	Format	Description
FISCAL_YEAR		The fiscal year of the budget. Format CCYY where CC is the century and YY is the year.
BUDGET_TYPE	String	Indicates if this is an approved or proposed budget. APPROVED PROPOSED
BUDGET_SORT_ORDER	String	This is the sort order of the published report. The published report is not sorted by organization name nor is it sorted by organization department id.
DEPTID	String	The unique identifier for the department.
DEPARTMENT	String	The department description. See budget document for more information.
DIVISION_ID	String	This is the unique identifier for the individual division within the department. A DIVISION_ID containing “PR” is a project. The first two (2) characters are the department identifier, which correspond to the first two (2) characters of the department id; the next two (2) characters indicate that is a project; the last three (3) characters represent the fund the project is assigned to. e.g. 29PR265 – Department is 29, PR = Project, Fund = 265.
DIVISION	String	The individual division description within the department.

FUND	String	The fund the TOTAL is assigned to.
FUND_DESCRIPTION	String	The fund and the description of the fund the TOTAL is assigned to. See budget document for more information on funds.
ACCOUNT	String	The account number the TOTAL is assigned to.
ACCOUNT_DESCRIPTION	String	The description of the account number the TOTAL is assigned to.
TOTAL	Number	The total year to date amount budgeted for the organization, division, fund and account.

## ***Dataset Technical Description***

Xml format with tags for field names

Csv tab delimited format with header row for field names and tab delimited

## ***Dataset Assumptions***

This dataset balances to the “DEPARTMENT APPROVED BUDGETS FY/XX After Interfund Eliminations”. For the approved fiscal year 2016 budget, the budget is shown on page 22. See <http://www.cabq.gov/dfa/budget/annual-budget> to view the budget.

Totals exclude the Internal Fund Eliminations (transfers) that are removed from the published budget.

The data represents the point in time when the budget was posted. Once the approved budget is posted, no further changes are made to the published budget nor to this dataset.

The City of Albuquerque creates two budgets each year.

- A **proposed** budget which is sent to council for review and approval in the spring
- An **approved** budget which has been adjusted and agreed upon by council and the Mayor. The approved budget is normally available in mid-summer.

This dataset represents the budgeted expenditures and does not include any actual spending totals.

This dataset only includes expected expenditures (expenses). We do not include expected revenue (income), nor do we include any actual expenditure totals.

## ***Who Produced the Dataset?***

Data Management  
 Applications Division  
 Department of Technology and Innovation  
**Email:** [abqdata@cabq.gov](mailto:abqdata@cabq.gov)

## ***Who Manages the Data?***

City of Albuquerque, Office of Management & Budget

## ***Why was the Dataset Created?***

This data was created to provide the public with an electronic version of the published budget.

## ***How was the Dataset Created?***

The Office of Management & Budget established a budget and loads it into the budget software (in fiscal year 2016 the City of Albuquerque used Hyperion). The information is then extracted and loaded into the Decision Support System then extracted and loaded into the Open Data Portal.

## ***What Similar or Related Data Should the User be Aware of?***

None

## ***How Reliable are the Data?***

Very reliable

## ***How Well Have the Observations Been Checked?***

The data is verified at each step in the process and checked against the published budget.

## ***Are there Legal Restrictions on the Access or Use of the Data?***

None

## ***Legal Disclaimer***

The City's standard copyright, disclaimers and legal statements may be found at <http://www.cabq.gov/about/legal>. The City data policy governing data.cabq.gov may be found at <http://data.cabq.gov/policy/>.

---

<sup>i</sup> <http://dictionary.reference.com/browse/budget>