



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH
EXECUTIVE DIRECTOR

**TO: Contacts for Agencies Using SAAS to Track
 Performance Measurements**

**FROM: Jenny Bearss, CSIO
 Mississippi Management and Reporting System**

DATE: January 8, 2014

SUBJECT: Semi-Annual Report on Program Budget Data

The M110 report, *Expenditure by Program within Appropriation*, for the FY2014 second quarter was produced on December 31, 2013.

The M100 report, *Performance Measures by Program (Quarterly)*, will run for FY2014 second quarter on January 24, 2014. You must complete entry of Performance data by January 24, 2014.

Please review and submit both reports to Debbie Rubisoff, Legislative Budget Office, and Priscilla Ware, DFA/Office of Budget and Fund Management, by January 31, 2014.

The *SAAS Program Budgeting and Performance Measurement* training manual (5112) is on the MMRS website, <http://www.mmrs.state.ms.us>, under SAAS/Training Materials/Budgets. Please contact the MMRS Call Center at 601-359-1343 or via mash@dfa.ms.gov if you have any questions or require assistance with data entry and/or table changes.