

# Department of Finance and Administration

## Mississippi Management and Reporting System

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**TO:** State Agencies Using SAAS to Track Performance Measurements

**FROM:** Gayle Chittom, CSIO *GC*  
Mississippi Management and Reporting System

**DATE:** January 5, 2010

**SUBJECT:** Semi-Annual Report on Program Budget Data

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The M110-Report of Expenditures by Program within Appropriation for the second quarter was produced on December 31, 2009. Please review this report and submit it to Debbie Rubisoff at the Legislative Budget Office and Priscilla Ware at the DFA/Office of Budget and Fund Management, as soon as possible, after completing your review of the report.

During January, the M100 Report-Performance Measurement by Program will be run for the second quarter of FY2010. This report is to be submitted to Debbie Rubisoff at the Legislative Budget Office and Priscilla Ware at the DFA/Office of Budget and Fund Management by January 31, 2010. You must complete your performance actual data entry (M100) by Friday, January 22, 2010.

Program Budgeting & Performance Measurement Training documentation can be found on the MMRS website at <http://www.mmrs.state.ms.us> under SAAS/Training Materials/Budgets/5112-SAAS Performance Measurements. For assistance with your data entry and/or table changes, or if you have any questions, please contact the MMRS Call Center at 601-359-1343.