



April 20, 2023

**TO:** Business and Accounting Administrators  
BEST Advantage – Financial Wave 4 Districts  
Joint Powers Authority (JPAs), Select Charter School Districts and  
Los Angeles County Community College Districts

**FROM:** Francisco San, Enterprise Financial Systems Consultant  
Accounting and Financial Services  
Division of School Financial Services (SFS)

**SUBJECT:** Fiscal Year 2023-24 Budget for Districts Using BEST Advantage

<b>IMPORTANT INFORMATION – DISTRICT ACTION REQUIRED</b>
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Select Charter Schools, Joint Powers Authority (JPA) agencies, and Community College Districts using BEST Advantage – Financial (FIN) for fiscal year (FY) 2023-24 will need a budget in FIN by July 1, 2023, in order to be operational for FY 2023-24. Budgets should be uploaded into BEST Advantage – Budget (BUD) by June 30, which would interface to FIN by July 1.

For procurement agencies interested in entering FY 2023-24 requisitions and purchase orders starting May 1, please refer to the [BEST BUD Insider Developmental Budget](#) for further details.

**Budget Upload into BUD**

Districts are responsible for uploading and finalizing their budgets in BUD by June 30, 2023, in order for the budget to be interfaced to FIN by July 1, 2023. Please refer to the Fast Function: BUD-BF-005 guide for a detailed walkthrough of the process.

Access to the Fast Function BUD-BF-005 document [here](#).

**SFS Assistance**

For questions regarding any BUD processes, please contact [BEST\\_BUD@laoe.edu](mailto:BEST_BUD@laoe.edu)

For questions regarding any FIN processes, please contact [SFSGLGROUP@laoe.edu](mailto:SFSGLGROUP@laoe.edu)

For security access to BUD/FIN, please contact [SFSSecurity@laoe.edu](mailto:SFSSecurity@laoe.edu)

For questions related to this bulletin, please call (562) 922-6181 or email [San\\_Francisco@laoe.edu](mailto:San_Francisco@laoe.edu)

Approved by:

Nkeiruka Benson, Director

Division of School Financial Services

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