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|  | | | | | | | | | | | | | | **ChartField Maintenance - Program** | | | | | | | | | | | | | | | | | | | | | | | | | |
| *\*Denotes a required field.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| \*Business Unit *(5 digits)*: | | | | | | | | |  | | | | | | | | | | | | Requesting Agency: | | | | | | | | |  | | | | | | | | | |
| Requester: | | | |  | | | | | | | | | | | | | | | | | | | | | Date: | | | |  | | | | | | | | | | |
| Approver: | | | |  | | | | | | | | | | | | | | | | | | | | | Date: | | | |  | | | | | | | | | | |
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| **Action Requested** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | Add New Value | | | | | | | | |  | Update Existing Value | | | | | | | | | | | | | | | |  | Inactivate Existing Value | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Account Information** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| SetID: | | | STATE | | | | | \*Program: | | | | | | | | |  | | | | | | | | |  | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| \*Effective Date: | | | | | | |  | | | | | | | | | | | | | | | | \*Status: | | | | | | | |  | | Active | | | |  | | Inactive |
| *(an initial date of 01/01/1901 is required for new programs)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| \*Description *(limit to 30 characters)*: | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| \*Short Description *(limit to 10 characters)*: | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | Budgetary Only *(check box if the Program is only used on budget transactions)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Attributes** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Attribute | | | | | | | | | Attribute Value | | | | | | | | | | | | |  | | | | | | | | | | | | | |  | | | |
| \*\*DOA PROGRAM | | | | | | | | |  | | | | | | | | | | | | |  | | | | | | | | | | | | | |  | | | |
| *\*\*Required attribute. Used for the CARS interface to map to the CARS Program/Service Area/Element value. Enter the 3, 5, or 7 digit CARS value (must be established as a valid attribute value before using).* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Long Description** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Long Description *(use to further describe the program’s purpose/use, include the DPB definition)*: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Trees** *(review and update, if necessary)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | PROGRAM\_BUDGET | | | | | | | | | | | | |  | | | PROGRAM\_OVERALL | | | | | | | | | | | | | |  | | PROGRAMS\_FOR\_BU | | | | | |
|  | | PROGRAM\_FAACS | | | | | | | | | | | | |  | | | PROGRAM\_OVERALL\_BI | | | | | | | | | | | | | |  | |  | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Combination Edit** *(review rules listed and update, if necessary)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | #COST\_PROG | | | | | | | | | |  | | | |  | | | | | | | | | | |  |  | | | | | | | | | | | |
| *# - VDOT specific* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **CARS-Cardinal Crosswalk** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Field Name: | | | | | | ChartField2 | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Field Value: | | | | | |  | | | | | | | | | | | | | Field Name 1: | | | | |  | | | | | | | | | *(enter ACTUALS, BUDGET or N/A)* | | | | | | |
| *If Field Name 1 is ACTUALS or BUDGET, enter a Field Value.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CARS Value: | | | | | |  | | | | | | | | | | | | | \*Cardinal Value: | | | | |  | | | | | | | | | | | | | | | |
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| **For Processor Use Only** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Entered By: | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Date: | | |  | |