

# Budget Analysis (GS-560) Competency - Training Crosswalk

Technical Competency	Training Opportunities and Recommended Topics
<p><u><a href="#">Budget Calculation</a></u></p> <p><i>Compiles, analyzes and summarizes probable financial income and expenditures over a specific period, as well as allocates funds for a specific purpose within a given time frame.</i></p>	<p><i>Training Opportunities:</i></p> <ul style="list-style-type: none"> <li>• Estimating Discretionary Outlays (<a href="#">Video-OMB-MAX</a>)</li> <li>• History of Budget (<a href="#">Video-OMB-MAX</a>)</li> <li>• Reading a SF 133 (<a href="#">Video-OMB-MAX</a>)</li> <li>• <a href="#">Microsoft Excel Levels 1 and 2 (NIH Training Center)</a></li> <li>• <a href="#">Intro to Excel 101</a> (OMB MAX – Budget Line of Business)</li> <li>• <a href="#">Intro to Excel 102</a> (OMB MAX – Budget Line of Business)</li> <li>• <a href="#">Advanced Excel 201</a> (OMB MAX – Budget Line of Business)</li> <li>• <a href="#">Advanced Excel 202</a> (OMB MAX – Budget Line of Business)</li> </ul> <p><i>Other recommended topics:</i></p> <ul style="list-style-type: none"> <li>• Budget Formulation Focus on Three (OMB MAX – Budget LOB)</li> <li>• Salary Projections (Hands-on or Formal Training)</li> <li>• Congressional Justification (CJ) Development (Hands On or Formal Training)</li> </ul>
<p><u><a href="#">Federal Budget Process</a></u></p> <p><i>Understands and complies with the Federal Budget process, including budget formulation, presentation and execution.</i></p>	<p><i>Training Opportunities:</i></p> <ul style="list-style-type: none"> <li>• <a href="#">Introduction to the NIH Budget Process (NIHTC)</a></li> <li>• Budget Execution (in development with NIHTC)</li> <li>• <a href="#">Budget Formulation Training Modules (OMB MAX – Budget LOB)</a></li> <li>• <a href="#">Budget Execution Training Modules (OMB MAX – Budget LOB)</a></li> <li>• Continuing Resolution (<a href="#">Video-OMB-MAX</a>)</li> <li>• Rules for Spending Federal Money (<a href="#">Video-OMB-MAX</a>)</li> <li>• Spending the People’s Money (<a href="#">Video-OMB-MAX</a>)</li> <li>• Spending Somebody Else’s Money (<a href="#">Video-OMB-MAX</a>)</li> <li>• Reading Appropriation Language (<a href="#">Video-OMB-MAX</a>)</li> <li>• Apportionment (<a href="#">Video-OMB-MAX</a>)</li> <li>• Executing a Budget (<a href="#">Video-OMB-MAX</a>)</li> <li>• Treasury Warrants (<a href="#">Video-OMB-MAX</a>)</li> <li>• <a href="#">The Anti-Deficiency Act (Management Concepts)</a></li> </ul> <p><i>Other recommended topics:</i></p> <ul style="list-style-type: none"> <li>• NBS Finance (Hands On or Formal Training)</li> <li>• nVision Financials (Hands On or Formal Training)</li> <li>• SoFie (Hands On or Formal Training)</li> <li>• QVR (Hands On or Formal Training)</li> <li>• eTA (Loading and synchronizing grants data)(Hands On or Formal Training)</li> <li>• IMPACII (Hands On or Formal Training)</li> <li>• Reconciling data between systems (Hands On or Formal Training)</li> <li>• CAN Flip and CAN Creation (Hands On or Formal Training)</li> <li>• CRADAS/Conditional Gift Funds (Hands On or Formal Training)</li> <li>• Unconditional Gift Funds (Hands On or Formal Training)</li> <li>• SF-132/IC Initial Fund Allocations (Hands On or Formal Training)</li> <li>• Re-allocation of funds (Hands On or Formal Training)</li> <li>• Pay Plan Creation (including Purpose of Funding Plan)</li> <li>• Object Classification – what are they and why do we use them? (Hands On or Formal Training)</li> <li>• RMS Budgeting</li> <li>• QlikView (NIH-QlikView Team)</li> <li>• nSight Finance/NBS Training</li> </ul>

## Data Gathering and Analysis

Seeks or collects and synthesizes information from a variety of stakeholders and sources in an objective, unbiased manner to reach a conclusion, goal, or judgment, and to enable strategic and leadership decision making.

### *Training Opportunities:*

- [Data Analysis Essentials \(NIH Training Center\)](#)
- [Excel 2016: Pivot Tables \(NIH-CIT\)](#)
- [Microsoft Excel Levels 1 and 2 \(NIH Training Center\)](#)
- [Intro to Excel 101](#) (OMB MAX – Budget Line of Business)
- [Intro to Excel 102](#) (OMB MAX – Budget Line of Business)
- [Advanced Excel 201](#) (OMB MAX – Budget Line of Business)
- [Advanced Excel 202](#) (OMB MAX – Budget Line of Business)

### *Other recommended topics:*

- Salary Projections (Hands-on or Formal Training)
- Congressional Justification (CJ) Development (Hands On or Formal Training)
- QlikView (NIH-QlikView Team)
- Beacon

## Financial Management

Applies critical financial concepts and practices to establish and maintain realistic budgets.

### *Training Opportunities:*

- [Introduction to the NIH Budget Process \(NIHTC\)](#)
- [Appropriations Law \(NIHTC\)](#)
- [Appropriations Law Modules \(OMB MAX – Budget Line of Business\)](#)
- [Federal Appropriations Law Refresher \(NIHTC\)](#)
- Continuing Resolution ([Video-OMB-MAX](#))
- Rules for Spending Federal Money ([Video-OMB-MAX](#))
- Spending the People's Money ([Video-OMB-MAX](#))
- Spending Somebody Else's Money ([Video-OMB-MAX](#))
- Reading Appropriation Language ([Video-OMB-MAX](#))
- Apportionment ([Video-OMB-MAX](#))
- Executing a Budget ([Video-OMB-MAX](#))
- Treasury Warrants ([Video-OMB-MAX](#))
- [Budget Analyst's Essential Guide to Formulation, Justification, and Execution \(Management Concepts\)](#)
- [The Anti-Deficiency Act \(Management Concepts\)](#)

### *Other recommended topics:*

- NBS Finance (Hands On or Formal Training)
- nVision Financials (Hands On or Formal Training)
- SoFie (Hands On or Formal Training)
- QVR (Hands On or Formal Training)
- eTA (Loading and synchronizing grants data)(Hands On or Formal Training)
- IMPACII (Hands On or Formal Training)
- Reconciling data (Hands On or Formal Training)
- CAN Flip and CAN Creation (Hands On or Formal Training)
- CRADAS/Conditional Gift Funds (Hands On or Formal Training)
- Unconditional Gift Funds (Hands On or Formal Training)
- SF-132/IC Initial Fund Allocations (Hands On or Formal Training)
- Re-allocation of funds (Hands On or Formal Training)
- Pay Plan Creation (including Purpose of Funding Plan)
- Object Classification (Hands On or Formal Training)
- RMS Budgeting for Intramural and Extramural
- QlikView (NIH-QlikView Team)

## Organizational Forecasting

Develops models or projections based on studying past results, relationships, and data and anticipating future trends/events.

### *Training Opportunities:*

- [Microsoft Excel Levels 1 and 2 \(NIH Training Center\)](#)
- [Intro to Excel 101 \(OMB MAX – Budget Line of Business\)](#)
- [Intro to Excel 102 \(OMB MAX – Budget Line of Business\)](#)
- [Advanced Excel 201 \(OMB MAX – Budget Line of Business\)](#)
- [Advanced Excel 202 \(OMB MAX – Budget Line of Business\)](#)

### *Other recommended topics:*

- Salary Projections (Hands-on or Formal Training)
- Congressional Justification (CJ) Development (Hands On or Formal Training)
- Beacon: Edie

## Process Management

Develops and monitors processes and organizes resources to achieve desired results.

### *Training Opportunities:*

- [Reading Appropriation Language \(Video-OMB-MAX\)](#)
- [Introduction to the NIH Budget Process \(NIH-Training Center\)](#)
- [Budget Analyst's Essential Guide to Formulation, Justification, and Execution \(Management Concepts\)](#)

### *Other recommended topics:*

- NBS Finance (Hands On or Formal Training)
- nVision Financials (Hands On or Formal Training)
- SoFie (Hands On or Formal Training)
- QVR (Hands On or Formal Training)
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- Unconditional Gift Funds (Hands On or Formal Training)
- SF-132/IC Initial Fund Allocations (Hands On or Formal Training)
- Re-allocation of funds (Hands On)
- Pay Plan Creation (including Purpose of Funding Plan)
- Object Classification (Hands On or Formal Training)
- Budgeting for RMS and Intramural (Hands On)
- QlikView (NIH-QlikView Team)