# HISTORICAL ADOPTED OPERATIONAL PLAN GUIDE

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# Instructional Guide

This brief guide will show you how the Historical Budgeting website works.

Here's a YouTube link providing you an idea of how the County's budget works.

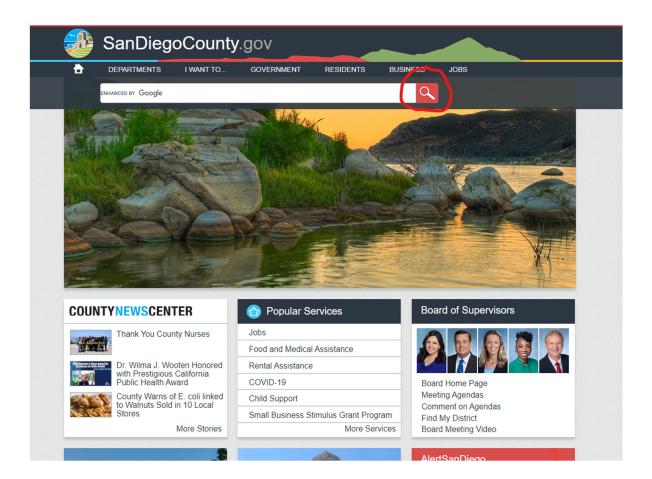
https://youtu.be/J-B9Th-jUJE?si=6jfXCnt4ixQCQQhy

## Directions for the Historical Budgeting Website

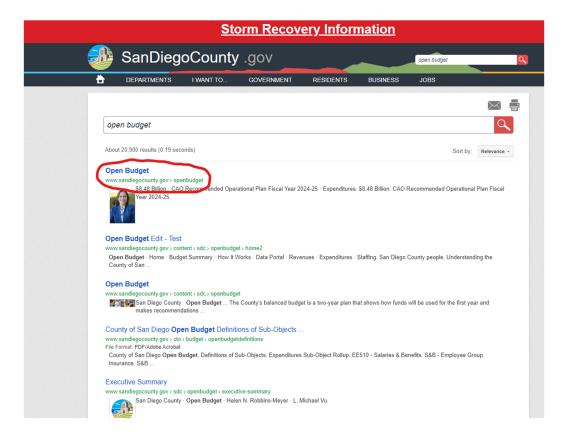
1. Go to the "County of San Diego website" (https://www.sandiegocounty.gov/).



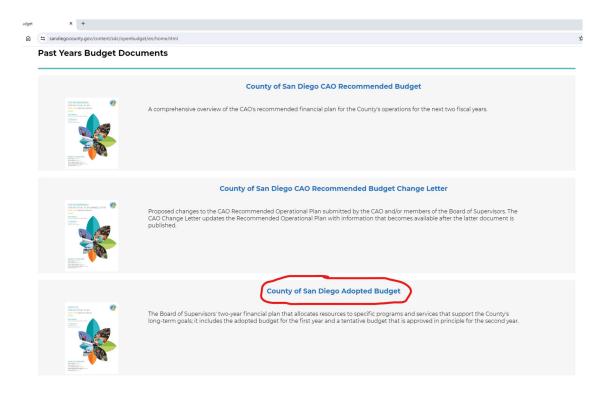
2. Click on the search bar in the main page and type "Open Budget," then click on the search icon.



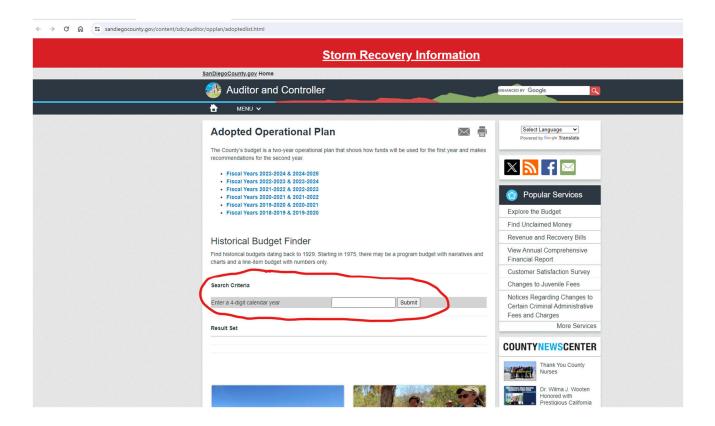
3. Click on the first link on top of the page that says, "Open Budget".



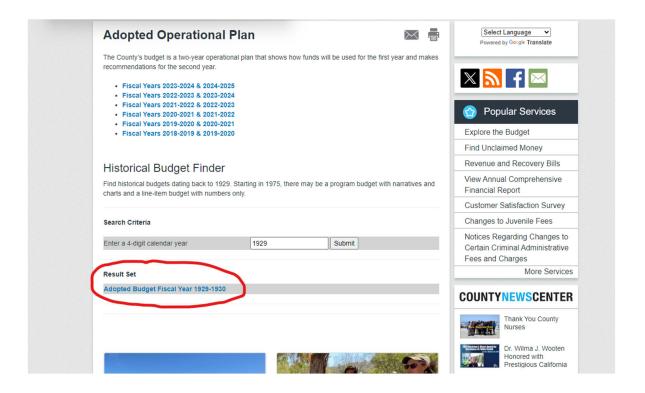
4. Scroll down until you are at the bottom of the page, select the last link at the bottom that says, "County of San Diego Adopted Budget".



5. Search for a specific Fiscal Year by typing that Fiscal year into the Historical Budget Finder search bar towards the middle of the page that says, "Enter a 4-digit calendar year", then click the "Submit" button. Note: pressing your Enter key instead of pushing the Submit button will not generate any search results.

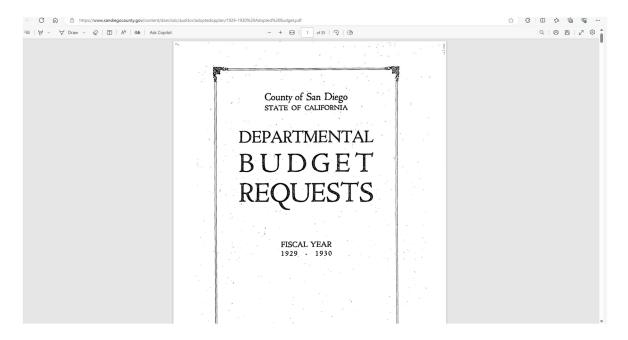


6. A link to the Fiscal Year should pop out. For instance, the below image shows if you type the Fiscal Year of 1929.

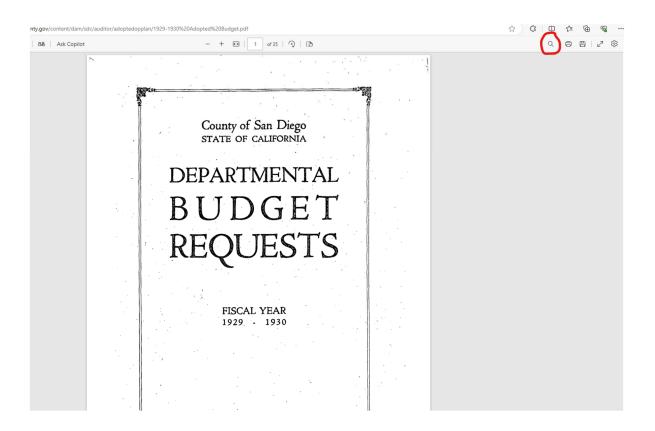


7. Click on the year you want to view.

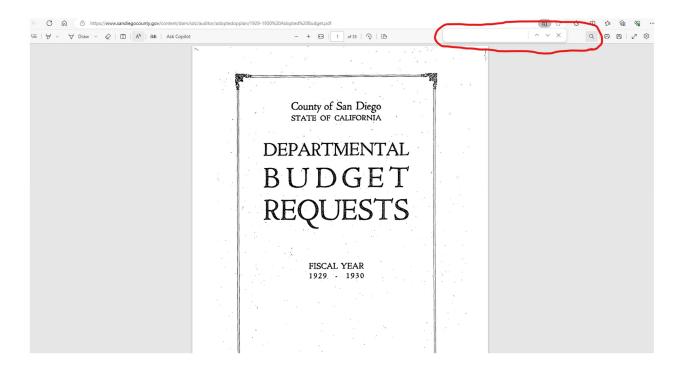
8. This is what it'll look like when you click the link.



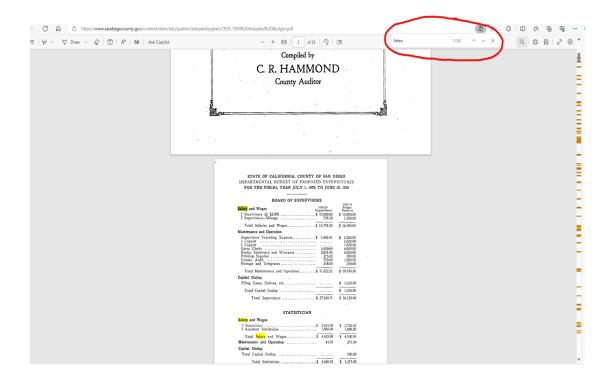
9. If you would like to search for any word, go to the top bar on the right side and click on the "Search" icon.



10. Search the word you want to look for.



11. The image below shows a search for the word "Salary". The word search found 141 places in the document with the word "Salary".



### FAQ

### What is the Adopted Operational Plan?

It's the County of San Diego's Operational Plan, which includes the budget and covers two fiscal years, and is formally adopted by the County's governing board, the Board of Supervisors. The Adopted Operational Plan includes all the County Departments, and for each provides information, description, or what services and programs they provide.

Who can I contact if I have any questions?

Office of Financial Planning (OFP): (619) 531-5177

E-mail: OFPBudget@sdcounty.ca.gov