

Projects

Project Budget/Expenditures by Org

Summary - Agency budget and expenditure summary information complete with project charges as found on the SAAS PRBU table through 6/30/2014.

Project Budget/Expenditures Summary -

Agency budget and expenditure summary information complete with project as found on the SAAS PRBL table through 6/30/2014.

Project Detail Transaction - Agency detail project ledger information for all PX transactions by accounting code, transaction number, fund, agency, budget year, accounting year, and month through 6/30/2014.

Revenue

Revenue by \$ - Agency revenue summary information by accounting codes (i.e., fund number, revenue source code), by accounting month, by budget year through 6/30/2014.

Revenue by Provider - This query obtains only records that have a provider number. It provides agency revenue summary information by provider, by accounting codes, by accounting month, by budget year through 6/30/2014.

Payroll

Earnings Code provides employee earnings code information as paid in SPAHRS. This query will return data only for users with payroll access.

Earning Code Data for Detail Users provides employee earning code and deduction code information as paid in SPAHRS. This query will return data only for those users with 'payroll detail' level access.

Payroll Detail Transaction provides employee level payroll detailed transaction information by accounting coding block. This query will return data only for those users with 'payroll detail' level access.

Payroll Summary for Summary and Detail

Users provides employee summary payroll data including employee deductions at the accounting code block level as paid in SPAHRS. This query will return data only for those users with 'payroll summary' or 'payroll detail' level access.

Payroll Transactions for Accounting Users

provides employee summary payroll data for adjusted gross and employer matching cost amounts at the accounting code block level as paid in SPAHRS. This query will return data only for users with payroll access.

Property

Building provides agency building information as reported by the Office of the State Auditor's Property Control Division. It is available from Accounting Year 2004 through 2007.

Furniture and Equipment Agency furniture and Equipment reported and is available for accounting year 2004 through 2007.


Land provides agency land information reported and is available for accounting year 2004 through 2007.

Land Improvement provides agency land improvement information reported and is available for accounting year 2004 through 2007.

Travel

Travel Summary provides agency SPAHRS travel expenditure summary information complete with earnings codes and tax codes for each person and trip. This information is updated upon completion of a SPAHRS travel payroll run and is provided as of July 1, 2000.

Travel Transaction Detail provides agency detailed transaction information by accounting coding block (fund number, project code, reporting category code), transaction number, agency, budget year and accounting month. SPAHRS transactions are provided as of July 1, 2000.

Need a Definition? Click on the  icon.



**Mississippi Executive Resource
Library and Information Network**

<https://merlin.state.ms.us>

**MERLIN.net
Quick Reference Guide**

April 13, 2020

**MMRS Call Center Support
601-359-1343**

8:00 a.m. to 4:30 p.m.

INTRODUCTION

MERLIN uses data warehousing to collect source data from the Statewide Automated Accounting System (**SAAS**) through 6/30/2014 and the Statewide Payroll and Human Resource System (**SPAHRs**) to integrate, store, and deliver information to users through various reports and queries. MERLIN.net provides the user with timely access to this data over the Internet. For the first time template user, the **Template Tutorial** should be their first priority.

PRE-DEFINED QUERIES

These types of queries **prompt** a user for choices in certain parameters or filters that specify what slice of data is to be selected.

Payroll

Earning Code Query provides a summary of cost for an accounting month for an agency based on SPAHRs earnings code.

SPAHRs Leave Balance
Provides employee accrual leave balance information as recorded in SPAHRs. This information is updated after SPAHRs month-end processing with a one month lag (i.e month-end processing in February will pull and load January's leave balance data). It is available beginning August, 1998 or the date your agency went live on SPAHRs.

Projects

Project Information provides project information for a specific agency and a specific project through 6/30/2014.

Project Budget/Expenditures Summary provides agency budget and expenditure summary information complete with project charges as found on the SAAS PRBL table through 6/30/2014.

Transaction

Balance Sheet Detail Transaction provides detail accounting line information for a specific balance sheet account code by fund and agency through 6/30/2014.

Provider Number provides the amount an agency has billed and received from a specific provider through 6/30/2014.

Transaction Detail provides detailed accounting line information for a transaction, including transaction types such as CR, PV, PO, JV, etc through 6/30/2014.

Travel

Trip Information provides trip information based on the SAAS agency number and trip number entered by the user. This information is available in MERLIN once the first payment has been initiated against the trip.

Vendor

Expenditures by Vendor Name provides the amount the State of Mississippi has spent with a specific vendor, by agency, for a specific month within a budget year through 6/30/2014.

Expenditures to Cities and Counties

Select this report to see in payments made to cities and counties by your agency by budget year, accounting quarter and fund number through 6/30/2014.

Vendor Information provides vendor information based on criteria entered by the user. This information is available through 6/30/2014. NOTE: The user should only use one of the three options to achieve best results.

Vendor Invoices Summary provides the invoice number, the payment voucher number and warrant information for a vendor for an agency. This query will assist you in finding what invoices have been paid for a vendor through 6/30/2014.

Vendor Number provides the amount an agency has spent with a specific vendor for a specific month within a budget year through 6/30/2014.

Warrant

Warrant Number Cleared provides information about the status of a warrant number. You must know the warrant number to run this query. Available information includes cleared and all voided warrants currently stored in SAAS system through 6/30/2014.

Warrant Number Issued provides the warrant number issued for a specific transaction. You must know the payment voucher (PV) number to run this query through 6/30/2014.

TEMPLATE QUERIES

Template Queries allow the flexibility to create customized reports. All templates should filter on budget year and agency number.

Approval Log provides the online approvals submitted for applicable SAAS documents and the user who added/removed the approvals. The data source for this query is the SAAS ALOG through 6/30/2014

Transaction Detail - agency detail general ledger information by Accounting Code.

Portal Convenience Fees provides the 'convenience fees' collected from users who purchase licenses/services via Mississippi.gov by using credit cards, debit cards or electronic checks.

Budgets

Agency - Level Budget and Expenditures

provides the agency established budget at the org code level along with the expenditures, encumbrances, and pre-encumbrances charged against the org code through 6/30/2014.

Agency/Major Object Code Budget and

Expenditure provides the agency-established budget at the major object code level along with the expenditures, encumbrances, and pre-encumbrances charged against the budgeted amounts. This SAAS information is available through 6/30/2014.

Expenditures

Expenditure by \$ includes agency expenditure summary information by accounting codes, by accounting month, by budget year. This information is available through 6/30/2014.

Expenditures by Vendor includes agency expenditure summary information by vendor, by accounting codes, by accounting month, by budget year, etc., through 6/30/2014.