

Office of State Budget and Management
Budget Management Guidelines for FY 2008-09

OSBM will allow agency and education managers the flexibility to determine how to best manage their budgets. Without imposing mandatory spending restrictions, our office strongly encourages your agency to consider the following:

1. Holding positions vacant except those for which prior commitments have been made.
2. Limiting travel to the maximum extent possible.
3. Restricting the issuance of purchase orders for goods or services that will require the expenditure of General Fund appropriations which will revert if unexpended.

Special exemptions will be made for constitutionally mandated programs (such as public education), entitlement programs and student financial aid as well as emergency situations related to law enforcement, health care and public safety. Any request for exception should be accompanied by justification and will be reviewed on a case-by-case basis.