



**STATE OF NORTH CAROLINA  
OFFICE OF STATE BUDGET AND MANAGEMENT**

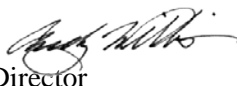
BEVERLY EAVES PERDUE  
GOVERNOR

ANDY WILLIS  
STATE BUDGET DIRECTOR

March 3, 2011

**MEMORANDUM**

TO: Department Heads and Chief Fiscal Officers  
All State Departments, Institutions, and Agencies

FROM: Andy Willis   
State Budget Director

SUBJECT: Fund Purpose Statements

As an addendum to the 2011-13 Governor's Recommended Budget, OSBM will be producing a document containing summaries of agency continuation budgets by fund, including fund purpose statements. The summary tables and fund purpose statements in this document will be presented similarly to the 2009-11 budget presentation, but will not include service statements or measures associated with funds. **To ensure that information is current, agencies are asked to update their fund purpose statements by 5:00pm on Friday, March 11.**

As with the Strategic Planning information provided for the Governor's Recommended Budget, the fund purpose statements will be collected in OSBM's legacy Results-Based Budget (RBB) system.

After you have logged on to the legacy RBB system, choose the option to create or edit Mission, Goals, Key Agency Indicators, and Fund Purpose Statements. You will then be taken to the same screen that you used to update your Strategic Planning information. The "Fund Purpose" section immediately follows the "Agency Indicators" section. Click on the icon next to a fund title to display a form for editing the fund purpose statement. Follow the onscreen instructions and links to complete the forms and preview your work.

The legacy RBB system is available now for updating fund purpose statements. The legacy tool is not integrated with NCID. Go to this Web page to access your agency's information for editing: <http://data.osbm.state.nc.us/rbb>. If you are not already set up on this system, you will need to register. There will be a brief delay in authorizing your registration. Please contact the RBB administrator, Paula Jones if you need assistance with the legacy system. She can be reached via telephone at (919) 807-4784 or via email at [paula.a.jones@osbm.nc.gov](mailto:paula.a.jones@osbm.nc.gov).

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