



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

BEVERLY EAVES PERDUE
GOVERNOR

ANDY WILLIS
STATE BUDGET DIRECTOR

June 2, 2011

MEMORANDUM

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

FROM: Andy Willis 
State Budget Director

SUBJECT: June Allotments for Fiscal Year 2010-11

OSBM has been monitoring state expenditures as the fiscal year draws to a close. In order to manage cash through the end of the year, OSBM is restricting June allotments to only what is necessary for payroll and minimum operating costs. This will most often be an average of normal monthly expenditures. However, if there are particular one-time bills that are due in June, OSBM may grant exceptions.

In addition, it is critical that agencies collect all departmental receipts and federal funds that are earned within the state fiscal year. Receipt supported expenditures and the collection of receipts should be in balance by June 30.

Please continue to follow the procedures outlined in my May 12th memorandum, Budget Guidelines for Closing Fiscal Year 2010-11. Contact your budget analyst in OSBM at (919) 807-4700 if you have any questions about the information outlined in this memorandum.

Thank you for your attention to this matter.