



STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT

PAT MCCRORY
GOVERNOR

ART POPE
STATE BUDGET DIRECTOR

January 7, 2013

MEMORANDUM:

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

FROM: Art Pope *Art Pope*
State Budget Director

SUBJECT: 2013-15 Budget Preparation

The 2013-15 Budget Instructions required all state departments, institutions and agencies to submit 2 percent reduction options (based on the 2012-13 certified appropriation) by October 31, 2012. Some agencies declined to provide information on reductions requested in the 2013-15 Budget Instructions distributed in August, 2012. As Governor McCrory begins the 2013-15 budget preparation, these reduction options are needed to initiate the budget preparation process. Agencies that did not submit the requested 2% reductions, must submit them to the Office of State Budget and Management by January 11, 2013. Agencies that wish to review and revise the reductions submitted to this office may submit revised reductions by January 11, 2013.

Please be reminded that G.S. §143C-2-1(b) of the State Budget Act requires all State agencies and non-State entities subject to this act shall furnish the Director, in the form and at the time requested by the Director, any information desired by the Director in relation to their respective activities or fiscal affairs so long as the information is not confidential pursuant to federal or State law.

If you have any questions, please contact your budget analyst in our office at 919-807-4700. I look forward to working with you in the days ahead.