



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

PAT MCCRORY
GOVERNOR

ART POPE
STATE BUDGET DIRECTOR

October 17, 2013

MEMORANDUM

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

FROM: Art Pope *Art Pope*
State Budget Director

SUBJECT: Personal Service Contract Utilization for FY 2012-13

G. S. §143-64.70 requires that state agencies and institutions report on their utilization of personal service contracts to the Office of State Budget and Management and to the Office of State Human Resources who subsequently report to the Joint Legislative Commission on Governmental Operations.

For FY 2012-13, G.S. §143-64.70 requires listing the annual expenditure(s) per personal service contracts greater than twenty-five thousand dollars (\$25,000).

In order to meet this requirement, please complete the attached spreadsheet and submit to Donald Crooke at donald.crooke@osbm.nc.gov by close of business on Tuesday, December 17, 2013. Instructions for completion are included in the spreadsheet. Should you need additional information, please contact Donald Crooke by email above or via telephone at (919) 807-4729.

Thank you.

Attachment

cc: Neal Alexander, OSHR
Designated Agency Contacts for Personal Service Contract Study