

## State Operating Budget Process

The state budget establishes how much money will be available to run the state in the coming year, and how the money is divided up between programs and determines the rules on how the programs will work. The budget goes through many steps before it is approved for the upcoming fiscal year which runs from July 1 through June 30<sup>th</sup>.

WHEN	WHAT	DESCRIPTION	WHO	ACTION ITEMS
September– December		<p>State agencies (i.e. Department of Transitional Assistance, Department of Housing &amp; Community Development) submit individual agency budgets to their Secretariat (i.e. Executive Office of Housing &amp; Economic Development). The Secretariats then submit their budgets to the Executive Office of Administration &amp; Finance.</p> <p>The Administration holds public budget hearings.</p>	<p>Executive Agencies</p> <p><a href="#">Secretary of Administration &amp; Finance</a></p>	<p>Develop budget priorities with funding amounts and language changes.</p> <p>Attend public hearings and deliver testimony on budget priorities to appropriate state agencies.</p>
January	House 1 or House 2 budget	<p>On the 4<sup>th</sup> Wednesday in January, the Governor recommends a budget known as “House 1” or “House 2” (depending on the year of the legislative session).</p> <p>The House 1 or House 2 budget is sent to the House Committee on Ways and Means for review.</p>	Governor	Deliver budget priorities to the Governor.
February– April	HWM budget	<p>The House Committee on Ways and Means (HWM) develops its budget.</p> <p>The Joint Committee on Ways and Means holds public budget hearings.</p> <p>The HWM budget is released in April. Shortly after its release, HWM sets a deadline for filing amendments and schedules a budget debate week.</p>	<p><a href="#">House Committee on Ways &amp; Means</a></p> <p><a href="#">Joint Committee on Ways &amp; Means</a></p>	<p>Attend public hearings and deliver testimony on budget priorities before Joint Committee on Ways &amp; Means</p> <p>Deliver budget priorities and meet with SWM staff.</p> <p>Deliver and meet with Representatives on HWM about budget priorities.</p> <p>Develop and find Representatives to sponsor budget amendments for the HWM budget debate week.</p>

<b>WHEN</b>	<b>WHAT</b>	<b>DESCRIPTION</b>	<b>WHO</b>	<b>ACTION ITEMS</b>
April– May	House budget	<p>The House debates and offers amendments to the HWM budget. Most amendments are regrouped by subject matter and are adopted or rejected as a part of a Consolidated Amendment.</p> <p>This becomes the House budget which is sent to the Senate Committee on Ways and Means for review.</p>	House of Representatives	<p>Have all budget amendments filed by a Representative and gather cosponsors.</p> <p>Review all submitted amendments to find any to support or oppose.</p> <p>Meet with Representatives throughout budget debate week to gain support or opposition for budget priorities and amendments.</p>
May– June	SWM budget	<p>The Senate Committee on Ways and Means (SWM) develops its budget.</p> <p>The SWM budget is released in May or June. Shortly after its release, SWM sets a deadline for filing amendments and schedules a budget debate week.</p>	<a href="#">Senate Committee on Ways &amp; Means</a>	<p>Deliver and meet with SWM staff about budget priorities.</p> <p>Deliver budget priorities to and meet with Senators on SWM.</p> <p>Develop and find Representatives to sponsor budget amendments for the HWM budget debate week.</p>
June	Senate budget	<p>The SWM committee budget and amendments go before the full Senate for discussion, modification and vote (May or June).</p> <p>The Senate debates and offers amendments to the SWM budget. Amendments considered individually.</p> <p>This becomes the Senate budget.</p>	Senate	<p>Have all budget amendments filed by a Senator and gather cosponsors.</p> <p>Review all submitted amendments to find any to support or oppose.</p> <p>Meet with Senators throughout budget debate week to gain support or opposition for budget priorities and amendments.</p>
June	Conference Committee budget	<p>A Conference Committee made up of a small number of Representatives and Senators reconcile the differences between the House and Senate budgets.</p> <p>This becomes the Conference Committee budget and/or Report. This cannot be amended.</p>	Conference Committee	<p>Review differences between the House and Senate budgets.</p> <p>Deliver recommended actions for the Conference Committee to take on budget priorities.</p>

<b>WHEN</b>	<b>WHAT</b>	<b>DESCRIPTION</b>	<b>WHO</b>	<b>ACTION ITEMS</b>
June	Governor's veto	<p>The Conference Report goes before the Governor who has ten days to sign or veto all or parts of the budget.</p> <p>The Governor can subtract from individual line-items but cannot add to amounts or amend language of budget line-items.</p> <p>For Outside Sections in the budget, the Governor can sign, veto, or amend the section. If the Governor amends an Outside Section, it is submitted to the House as a stand-alone bill to go through the normal legislative process.</p>	<p>Governor</p> <p>Executive Agencies</p> <p>House Committee on Ways &amp; Means</p> <p>Senate Committee on Ways &amp; Means</p>	Deliver recommended actions for the Governor to take on budget priorities.
June–July	Overrides	<p>The House and Senate can override vetoed sections of the budget or let them stand.</p> <p>Overrides must be supported by 2/3<sup>rds</sup> of the both the House and Senate and need to be completed before July 31<sup>st</sup>, the end of the formal legislative sessions. In some years, the schedule has been extended into August.</p>	<p>House</p> <p>Senate</p>	Contact Representatives and Senators about veto overrides.
July	Final budget	The Legislature presents the final budget (“General Appropriations Act”) to the Governor.	<p>House</p> <p>Senate</p>	<p>Thank Representatives and Senators for their budget and efforts.</p> <p>Contact state agencies about implementation of budget initiatives.</p>