



OFFICE OF PLANNING AND BUDGET

Sonny Perdue
Governor

Trey Childress
Director

April 17, 2009

MEMORANDUM

TO: Agency Heads and Fiscal Officers

FROM: Trey Childress *TC*

SUBJECT: Fiscal Affairs Meeting

The Office of Planning and Budget is currently organizing a meeting of the Fiscal Affairs Subcommittee of the House and Senate Appropriations Committee for June 16, 2009 at 10:30 a.m. in room 341 of the State Capitol.

Please review the status of your budgets and submit any requests you may have for state funds transfers affecting your Fiscal Year 2009 and Fiscal Year 2010 budgets. You are encouraged to limit the FY 2010 transfers to those that are absolutely necessary to meet expenditure needs prior to the approval of an Amended Fiscal Year 2010 budget. State funds transfers that are not absolutely necessary may be submitted as an Amended Fiscal Year 2010 budget request.

All requests for transfers should be submitted electronically to your OPB analyst on or before Friday, May 1, 2009. For your convenience, please use the enclosed forms to make your requests.

Our staff is available to assist you in developing your request.

TC/las

c: Tommy Hills, Chief Operating Officer, Office of the Governor
Jim Lientz, Chief Financial Officer, Office of the Governor

Enclosures

AN EQUAL OPPORTUNITY EMPLOYER