#### SENATE BILL NO. 235

## INTRODUCED BY HAFFEY, DONALDSON, VAN VALKENBURG, PECK, WINSLOW, MARKS

#### BY REQUEST OF THE LEGISLATIVE FINANCE COMMITTEE

#### IN THE SENATE

January 20, 1983	Introduced and referred to Committee on State Administration.
February 1, 1983	Committee recommend bill do pass as amended. Report adopted.
February 2, 1983	Bill printed and placed on members' desks.
February 3, 1983	Second reading, do pass as amended.
February 4, 1983	Correctly engrossed.
February 5, 1983	Third reading, passed. Ayes, 46; Noes, 0. Transmitted to House.

#### IN THE HOUSE

THE PARTY OF THE P			
February 7, 1983	Introduced and referred to Committee on Appropriations.		
March 28, 1983	On motion taken from Committee on Appropriations and referred to second reading.		

Second reading, concurred in as amended.

Third reading, concurred in.

#### IN THE SENATE

March 29, 1983	Returned to Senate with amendments.
April 8, 1983	Second reading, amendments not concurred in.
April 12, 1983	On motion Conference Committee requested and appointed.
April 15, 1983	Conference Committee dissolved.
	On motion Free Conference Committee requested and appointed.
April 18, 1983	Free Conference Committee reported.
April 19, 1983	Second reading, Free Conference Committee report adopted.
	Free Conference Committee report adopted by House.
April 20, 1983	Third reading, Free Conference Committee report adopted.
	Sent to enrolling.
	Reported correctly enrolled.

2 INTRODUCED BY

INTRODUCED BY Hoffy ( Male Sa

BY REQUEST OF THE LEGISLATIVE FINANCE COMMITTEE C

mark

A BILL FOR AN ACT ENTITLED: "AN ACT TO CLARIFY THE INFORMATION REQUIRED TO BE SUBMITTED TO THE BUDGET DIRECTOR AND THE LEGISLATIVE FISCAL ANALYST FOR THE PREPARATION OF AGENCY BUDGET ESTIMATES; PROVIDING A DATE BY WHICH THE BUDGET OFFICE HILL PREPARE AN AGENCY REQUEST; AND SPECIFICALLY INCLUDING THE UNIVERSITY SYSTEM UNDER THE BUDGET REQUIREMENTS; AMENDING SECTIONS 17-7-111 AND 17-7-112, MCA.\*

12 13 14

15

16

17 18

19

20

21

22

23

24

25

10

11

7

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:

Section 1. Section 17-7-111. MCA, is amended to read:

"17-7-111. Agency program budgets — form distribution
and contents. (1) In the preparation of a state budget, the
budget director shall, not later than July 1 in the year
preceding the convening of the legislature, distribute to
all state offices and departments, including the judicial
branch and the legislative branch, the proper blanks forms
necessary for the preparation of budget estimates. These
blanks-shall be in such form as forms shall be prescribed by
the budget director to procure such the information as—the

for-the-preparation-of-a-budgety-including-budget-estimatesy 2 to-include-estimates-of-receiptsy-actual-receiptsy-estimates 3 of---disburgements---actual---disburgements----and----ather information-elassified-and-oroused-as-requested-by-the budget-director-and-covering-such period-or-periods-of--time as see: Fied by the budget director required by subsection 121. 7 (2) The forms when completed must set forth a balanced financial plan for the entity completing the forms for each 10 fiscal year of the ensuing biennium. The plan must consist 11 of: (a) a consolidated budget surmary setting forth the 12 13 aggregate figures of the full-time equivalent personnel 14 positions (FTE) and the budget in such manner as to show a 15 balance between the total proposed disbursements and the total anticipated receipts, together with the other means of 16 17 financing the budget for each fiscal year of the ensuing biennium, contrasted with the corresponding figures for the 18

19

20

21

22

23

24

25

last completed fiscal year and the fiscal year in progress.

The consolidated budget summary must be supported by

explanatory schedules or statements, classifying receipts

and disbursements contained therein by fund and where

(b) an analysis of the actual and projected receipts.

and icable, organizational unit.

disbursements, and solvency of each accounting entity within

-2 INTRODUCED BILL

L	each fund for the current and subsequent biennium:
2	(c) a detailed analysis of receipts, by accounting
3	entity within each fund, indicating classification and
4	source of funds:
5	(d) a departmental analysis summarizing past and
5	proposed spending plans by agency and the means of financing
7	the proposed plan. Information presented shall include the

following:

(i) a statement of departmental goals and objectives and a statement of goals and objectives for each program of the department:

(ii) actual fIE and disbursements for the completed fiscal year of the current blennium. estimated fIE and disbursements for the current fiscal year, and the agency's request for the ensuing blennium, by program; and

tiil actual disbursements for the completed fiscal year of the current biennium, estimated disbursements for the current fiscal year, and agency's recommendations for the ensuing biennium, by disbursement category:

te) detailed recommendations for the state long-range building program. Each recommendation shall be presented by department, institution, agency, or branch by funding source, with a description of each proposed project. An approdriation measure shall be presented by project, source of funding, and department, agency, institution, or branch

2 (ff) any other information the budget director feels is
3 necessary for the preparation of a budget.\*
4 Section 2. Section 17-7-112, MCA, is amended to read:
5 "17-7-112. Submission deadline. (1) It shall be the
6 duty of each department, agency, and office, including the
7 Montana university system, to submit the information
8 requested by required under 17-7-111 to the budget director
9 and the legislative fiscal analyst on or before September 1
10 in the even year preceding the convening of the legislature.

for which the project is primarily intended.

in the even year preceding the convening of the legislature.

(2) If any department, institution, university unite
or agency shall fail to present such requested information
within the time herein specified, the budget director shall
note that fact in the budget submitted to the governor and
the budget director shall prepare and submit to the
legislative fiscal analyst and the governor by October 30 a
budget request on behalf of such department, institution,
university unit, or agency, based upon his studies of the

-End-

operations, plans, and needs thereof.\*

21

22

23

24

25

Approved by Committee on State Administration

-	SEMALE BILL NO. 230
2	INTRODUCED BY HAFFEY, DONALDSON, VAN VALKENBURG,
3	PECK, WINSLOW, MARKS
4	BY REQUEST OF THE LEGISLATIVE FINANCE COMMITTEE
5	
6	A BILL FOR AN ACT ENTITLED: "AN ACT TO CLARIFY THE
7	INFORMATION REQUIRED TO BE SUBMITTED TO THE BUDGET DIRECTOR
8	AND THE LEGISLATIVE FISCAL ANALYST FOR THE PREPARATION OF
9	AGENCY BUDGET ESTIMATES; PROVIDING A DATE BY WHICH THE
10	BUDGET OFFICE WILL PREPARE AN AGENCY REQUEST; AND
11	SPECIFICALLY INCLUDING THE UNIVERSITY SYSTEM UNDER THE
12	BUDGET REQUIREMENTS; AMENDING SECTIONS 17-7-111 AND
13	17-7-112, MCA."
14	
15	BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:
16	Section 1. Section 17-7-111, MCA, is amended to read:
17	#17-7-111. Agency program budgets form distribution
18	and contents. (1) In the preparation of a state budget, the
19	budget director shall, not later than July 1 in the year
20	preceding the convening of the legislature, distribute to

all state offices and departments, including the judicial

branch and the legislative branch, the proper blanks forms

necessary for the preparation of budget estimates. These

blanks-shall-be-in-such-form-as forms shall be prescribed by

the budget director to procure such the information es--the

1	budgetdirector-shally-in-his-discretiony-feel-is-necessary
2	for-the-preparation-of-a-budgety-including-budget-estimatesy
3	to-include-estimates-of-receipts,-actual-receipts,-estimates
4	ofdisbursements:actualdisbursements:andather
5	informationclossifiedandgroupedasrequestedby-the
6	budget-director-and-covering-such-period-or-periods-oftime
7	esspecifiedby-the-budget-director required by subsection
8	121-
9	12) The forms AGENCY SUDGET REQUESTS: when completed
10	BY THE BUDGET OFFICE. Bust set forth a balanced financial
11	plan for the entity AGENCY completing the forms for each
12	fiscal year of the ensuing biennium. The plan must consist
13	Ωfi
14	(a) a consolidated AGENCY budget summary EDR CURRENT
15	LEYEL EXPENDITURES AND FOR FACH MODIFICATION REQUEST Setting
16	forth_the_aggregate_figures_of_the_full-time_equivalent
17	personnel positions (ETE) and the budget in such manner as
18	to show a balance between the total proposed disbursements
19	and the total anticipated receipts. together with the other
20	means of financing the budget for each fiscal year of the
21	ensuing_bienniums_contrasted_with_the_corresponding_figures
22	for the last completed fiscal year and the fiscal year in
23	progressThe_consolidated_budget_summary_must_be_supported
24	by explanatory schedules or atotomouts, classifying receipts
25	and disbursements contained therein by fund and where

1	applicables organizational noits
2	[blan_anaiyaia A_SCHEDULE of the actual and orojected
3	receiptsdisbursementsand_solvency_of_each_accounting
4	entity_within_each_fund_for_the_current_and_subsequent
5	Dienojum:
6	Icl_a_detailed enalysis SCHEDULE of receipts. by
7	accounting entity within each funds indicating
3	classification and source of funds:
9	(d)a==departmental===analysis An_AGENCY_SCHEDULE
10	summarizing past and proposed spending plans by-agency and
11	the means of financing the proposed plana Information
12	presented shall include the following:
13	fil_a_statement_of departmental AGENCY goals_and
14	objectives and a statement of goals and objectives for each
15	program_of_the deportment AGENCY:
16	(11) actual FIE and disbursements for the completed
17	fiscal_year_of_the_current_bienoium:_estimated_FIE_and
18	disbursements for the current fiscal year. and the agency's
19	request for the ensuing blennium. by program: and
20	(III) actual disbursements for the completed fiscal
21	year of the current blennium. estimated disbursements for
22	the current fiscal year, and agency's recommendations for
23	the ensuing biengium. by disbursement category:
24	(e) detailed recommendations for the state long-range
25	building_programsEach recommendation shall be presented by

-3-

3	abblobliggiou-medante-apatt-pe-bleachted-px-bloisetx-aonice
4	of:fundingx=and=deportmentx=agenexx=institutionx==or==branch
5	for:which:the:project:is:primorily=intendedx
6	(fl_any_other_information_the_budget_director_feels_is
7	necessary for the preparation of a budget."
8	Section 2. Section 17-7-112, MCA, is amended to read:
9	"17~7-112. Submission deadline. (1) It shall be the
10	duty of each department, agency, and office, including the
11	Montana university systems to submit the information
12	requestedby required_under_17-7-111_to the budget director
13	end_the_legislative_fiscal_enalyst on or before September 1
14	in the even year preceding the convening of the legislature.
15	(2) BETWEEN AUGUST 15 AND SEPTEMBER 30 IN THE YEAR
16	PRECEDING THE CONVENING OF THE LEGISLATURE. THE DIRECTOR
17	MUST_SUBMIT_EACH_STATE_AGENCY'S_BUDGET_REQUEST_REQUIRED
18	UNDER 17-7-111 TO THE LEGISLATIVE FISCAL BUDGET ANALYST. THE
9	TRANSFER OF SUDGET INFORMATION SHALL BE DONE ON A SCHEDULE
20	MUTUALLY AGREED TO BY THE SUDGET DIRECTOR AND THE
?1	LEGISLATIVE FISCAL ANALYST IN A MANNER THAT FACILITATES AN
22	EVEN_IRANSEER_DE_BUOGET_INFORMATION_DURING_THE_MONTH_QF
23	SEPTEMBER AND WHICH ALLOWS EACH DEFICE TO MAINTAIN A
4	<u> 8EASONABLE STAFE WORKELOW.</u>
!5	#21(3) If any department, institution, university

department. institution. agency. or branch by funding source. with a description of each proposed project. An

SB 235

1 units or agency shall fail to present such requested
2 Information within the time herein specified, the budget
3 director shall note that fact in the budget submitted to the
4 governor and the budget director shall prepare and submit to
5 the legislative fiscal analyst and the governor by October
6 30 a budget request on behalf of such department,
7 institution, university units or agency, based upon his
8 studies of the operations, plans, and needs thereof.

-End-

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

l		SENATE BILL NO. 235
2	INTRODUCED BY	HAFFEY: DONALDSON: VAN VALKENBURG
3		PECK, HINSLOW, MARKS
+	BY REQUEST OF	THE LEGISLATIVE FINANCE COMMITTEE

A BILL FOR AN ACT ENTITLED: "AN ACT TO CLARIFY THE 7 INFORMATION REQUIRED TO BE SUBMITTED TO THE BUDGET DIRECTOR AND THE LEGISLATIVE FISCAL ANALYST FOR THE PREPARATION OF BUDGET ESTIMATES; PROVIDING A DATE BY WHICH THE 9 AGENCY BUDGET OFFICE WILL PREPARE AN AGENCY REQUEST: 10 SPECIFICALLY INCLUDING THE UNIVERSITY SYSTEM UNDER 11 SECTIONS 17-7-111 BUDGET REQUIREMENTS: AMENDING 12 13 17-7-112. MCA."

14

15

16

17

18

19

20

21

22

23

24

25

5

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:

Section 1. Section 17-7-111, MCA, is amended to read:

#17-7-111. Agency program budgets -- form distribution
and contents. [1] In the preparation of a state budget, the
budget director shall, not later than July 1 in the year
preceding the convening of the legislature, distribute to
all state offices and departments, including the judicial
branch and the legislative branch, the proper blanks forms
necessary for the preparation of budget estimates. These
blanks-shall-be-in-such-form-es forms shall be prescribed by
the budget director to procure such the information as--the

budget--director-shally-in-his-discretiony-feel-is-necessary
for-the-preparation-of-a-budgety-including-budget-estimatesy
to-include-estimates-of-receiptsy-actual-receiptsy-estimates
of---disbursementsy---actual---disbursementsy---and---other
information--classified--and--grouped--as--requested--by-the
budget-director-and-covering-such-period-or-periods-of--time
as--specified--by-the-budget-director\_required\_by\_subsection

(2)

(2) The forms AGENCY\_BUDGET\_REQUESTS> when\_completed

121\_The form: AGENCY\_BUDGEL\_REQUESTS: when\_completed
BY\_IHE\_BUDGEL\_QEEICE: must\_set\_forth\_a\_balanced\_financial
plan\_for\_the sotity AGENCY completing\_the\_forms\_for\_each
fiscal\_year\_of\_the\_ensuing\_biennium. The plan\_must\_consist
of:

(a) a consolidated AGENCY pudget summary EOR CURRENT LEVEL EXPENDITURES AND FOR EACH MODIFICATION REQUEST setting forth the aggregate figures of the full-time equivalent personnel positions (EIE) and the budget in such manner as to show a balance between the total proposed disbursements and the total anticipated receipts, together with the other means of financing the budget for each fiscal year of the ensuing biennium, contrasted with the corresponding figures for the last completed fiscal year and the fiscal year in progress. The consolidated budget summary must be supported by explanatory schedules prestatements; classifying receipts and disbursements, contained therein by fund and, where

-2-

1	applicables_organizational_units		
2	(b) on analysis A_SCHEDULE of the actual and projected		
3	receipts. disbursements. and solvency of each accounting		
4.	entity within each fund for the current and subsequent		
5	pienoina:		
6	(cl_a_detailed energies SCHEDULE of_receiptsby		
7	accountingentitywithineachfundsindicating		
8	classification_and_source_of_funds;		
9	(d)ndeportmentalnonlysis AN_AGENCY_SCHEDULE		
10	summarizing past and proposed spending plans by assert and		
11	the means of financing the proposed plan. Information		
12	presented_shall_include_the_following:		
13	(i) a statement of deportmental AGENCY goals and		
14	objectives and a statement of goals and objectives for each		
15	program of the department AGENCY:		
16	<pre>(ii) actual FIE and disbursements for the completed</pre>		
17	fiscal_year_of_the_current_bienniumestimated_FIE_and		
18	disbursements for the current fiscal year, and the agency's		
19	request for the ensuing bienniums by program; and		
20	<pre>(ili) actual _disbursements for _tbe _completed fiscal</pre>		
21	year of the current blennium. estimated disbursements for		
22	the current fiscal year, and agency's recommendations for		
23	the ensuing bienoium. by disbursement category:		
24	(e)_detailed_recommendations_for_the_state_long-range		
25	building program. Each recommendation shall be presented by		

ı	departments institutions agencys or branch by funding
2	source: with a description of each proposed project.
3	approprietion==mensure=shall=be=presented=by=projectx=sours
4	of_fundingx=and=departmentx=agencyx=inatitutionx==of==brane
5	for=wbich=the=project=is=primarily=intendedx
6	(fl_any_other_information_the_budget_director_feels_i
7	oecessary_for_the_preparation_of_a_budgeta*
8	Section 2. Section 17-7-112, MCA, is amended to read
9	#17-7-112. Submission deadline. (1) It shall be th
10	duty of each department, agency, and office including th
11	Montana university system, to submit the information
12	requestedby required under 17-7-111 to the budget directo
13	and:the-legislative-fiscal_ansivat on or before September
14	in the even year preceding the convening of the legislature
15	121 BETWEEN AUGUST 15 AND SEPTEMBER 30 IN THE YEA
16	PRECEDING THE CONVENING OF THE LEGISLATURE. THE DIRECTO
17	MUSI_SUBMIT_EACH_STATE_AGENCY'S_BUDGET_REQUEST_REQUIRE
18	UNDER 17-7-111 TO THE LEGISLATIVE FISCAL BURGET ANALYST . TH
19	IRANSEER_DE_BUDGET_INEORMATION_SWALL_BE_DONE_DNASCHEDUL
20	MUIUALLY AGREED ID BY THE BUDGET DIRECTOR AND IH
21	LEGISLATIVE_EISCAL_ANALYSI_IN_A_MANNER_THAIEACILITATESA
22	EYEN_TRANSFER_OF_BUDGET_INFORMATION_DURING_THE_HONTH_O
23	SEPTEMBER_AND_WHICH_ALLOWS_EACH_OFFICE_IO_MAINTAIN_
24	REASONABLE_STAEE_WORKELOW.
25	<del>(2)[3]</del> If any department, institution, <u>universit</u>

- 1 units or agency shall fail to present such requested
  2 information within the time herein specified, the budget
  3 director shall note that fact in the budget submitted to the
  4 governor and the budget director shall prepare and submit to
  5 the legislative fiscal analyst and the governor by October
  6 ΔΩ a budget request on behalf of such department,
  7 institution, university units or agency, based upon his
  - -End-

studies of the operations, plans, and needs thereof."

HOUSE COMMITTEE OF THE WHOLE March 28, 1983

Amendments to Senate Bill 235, Third reading blue copy, as follows:

### 1. Page 3

Following: line 23.

Insert: "(e) a specific pay plan schedule for all executive branch employees with the specific cost and funding recommendations for each agency:"

Renumber subsequent subsections.

ì

1	9	
	S1	

# FREE CONFERENCE COMMITTEE ON SENATE BILL 235 (Report No. 1, April 16, 1983)

MR. PRESIDENT:

We, your Free Conference Committee on Senate Bill 235, met and considered: House Committee of the Whole amendments, Third reading, blue copy, dated March 28, 1983, and recommend as follows:

That the House recede from House Committee of the Whole amendment dated March 28, 1983;

That Senate Bill 235 be further amended as specified in CLERICAL INSTRUCTIONS: and

That this Free Conference Committee Report be adopted.

#### CLERICAL INSTRUCTIONS

1. Page 3, line 24 through page 4, line 5. Strike: subsections (E) and (F) in their entirety Renumber: subsequent subsections accordingly

2. Page 4

Following: line 10.

Insert: "(3) The budget director must also prepare and submit to the legislative fiscal analyzest in accordance with 17-7-112:

- (a) detailed recommendations for the state long-range building program. Each recommendation shall be presented by department, institution, agency, or branch by funding source, with a description of each proposed project; and
- (b) the proposed pay plan schedule for all executive branch employees with the specific cost and funding recommendations for each agency. Submission of a pay plan schedule under this subsection is not an unfair labor practice under 39-31-401."
- 3. Page 5, line 11.

Following: "."

Insert: "(4) The proposed pay plan schedule required by 17-7-111(3) must be submitted to the legislative fiscal analyst no later than November 15 in the year preceding the convening of the legislature."

4. Page 4, line 21 Following: "17-7-111" Insert: "(2)"

Ed Smith

April	16	1983	19

FOR THE SENATE

Ed Smittle

HAFFEY HALFOUT

///orgC ///oss McCallum FOR THE HOUSE

WALDRON, CHAIR

DONALDSON

ROUSH

48th Legislature SB 0235/04 SB 0235/04

1	SENATE BILL NO- 235
2	INTRODUCED BY HAFFEY, DONALDSON, VAN VALKENBURG,
3	PECK, WINSLOW, MARKS
4	BY REQUEST OF THE LEGISLATIVE FINANCE COMMITTEE
5	
6	A BILL FOR AN ACT ENTITLED: "AN ACT TO CLARIFY THE
7	INFORMATION REQUIRED TO BE SUBMITTED TO THE BUDGET DIRECTOR
8	AND THE LEGISLATIVE FISCAL ANALYST FOR THE PREPARATION OF
Q.	ACENCY BUDGET ESTIMATES: PROVIDING A DATE BY WHICH THE
0	BUDGET OFFICE WILL PREPARE AN AGENCY REQUEST: AND
11	SPECIFICALLY INCLUDING THE UNIVERSITY SYSTEM UNDER THE
.2	BUDGET REQUIREMENTS; AMENDING SECTIONS 17-7-111 AND
13	17-7-112, MCA."
۱4	
i 5	BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:
.6	Section 1. Section 17-7-111; MCA, is amended to read:
. 7	*17-7-111. Agency program budgets form distribution
8.	and contents. (1) In the preparation of a state budget, the
9	budget director shall, not later than July 1 in the year
20	preceding the convening of the legislature, distribute to
21	all state offices and departments, including the judicial
22	branch and the legislative branch, the proper blanks forms
3	necessary for the preparation of budget estimates. These

the prescribed by

the budget director to procure such the information as--the

24

25

1 budget--director-shally-in-his-discretiony-feel-is-necessary for-the-preparation-of-e-budgety-including-budget-estimatesy to-include-estimates-of-receiptsy-actual-receiptsy-estimates of---disbursementsy---actual---disbursementsy---and----other information--classified--and--cropped--as--requested--by-the budget-director-and-covering-such-seriod-or-neriods-of--time os--specified--by-the-budget-director required by subsection 8 121-121. The forms AGENCY BUDGET REQUESTS: when completed 10 BY\_IHE\_BUDGEL\_DEFICE: must\_set\_forth\_a\_balanced\_financial 11 plan for the entity AGENCY completing the forms for each 12 fiscal\_\_year\_\_of the\_ensuing\_biennium. The plan must\_consist 13 of: 14 (a) a consolidated AGENCY budget sugmary FOR CURRENT 15 LEYEL EXPENDITURES AND FOR FACH MODIFICATION REQUEST setting 16 forth the aggregate figures of the full-time equivalent 17 personnel positions (EIE) and the budget in such manner as 18 to show a balance between the total proposed disbursements 19 and the total anticipated receipts, together with the other 20 means of financing the budget for each fiscal year of the 21 ensuing biennium. contrasted with the corresponding figures 22 for the last completed fiscal year and the fiscal year in 23 progress. The consolidated budget summary must be supported 24 by explanatory schedules or statementax classifying receipts and disbursements contained therein by fund and, where

SB 0235/04 SB 0235/04

1	applicable • organizational unit •
Z	101occomprojected
3	receipts. disbursements. and solvency of each accounting
4	entity_within_each_fund_for_the_current_and_subsequent
5	biennium:
6	tcl_a_detailed enhitsis SCHEDULE of receipts. by
7	accounting entity within each funds indicating
8	classification_and_source_of_funds:
9	1dl_accdepactmontalcconstysis AN_AGENCY_SCHEDULE
10	summarizing_pastland_proposed_spending_plans_by=regimer and
11	the means of financing the proposed plant information
12	presented_shall_include_the_following:
13	111 a statement of deportmental AGENEY goals and
14	objectives and a statement of goals and objectives for each
15	program_of_the department AGENCY:
16	(ii) actual FIE and dispursements for the completed
17	fiscal_year_of_the_current_blenoium;_estimated_FIE_and
16	disbursements for the current fiscal years and the agency's
19	request_for_the_ensuing_biennium: by program:_and
20	lifit actual disbursements for the completed fiscal
21	year of the current biennium. estimated disbursements for
22	the current fiscal year and agency's recommendations for
23	the ensuing biennium. by disbursement category:
24	LET A SPECIFIC PAY PLAN SCHEDULE FOR ALL EXECUTIVE
25	BRANCH EMPLOYEES WITH THE SPECIFIC COST AND FUNDING

1	RECOMMENDATIONS_EDR_EACH_AGENCY#1
2	fefiEl detailed recommendations for the state
3	long_range_building_programEach_recommendation_shall_be
4	presented by department: institution: agency: or branch by
5	funding_sourcewith_a_description_of_each_proposed_project.
6	ancompropriationcomenauceccaballochecoresentedoby-projectx
7	adurrenofifundingxiondidepartmentalogencyxilioatitutionxilor
8	branchifor:whichithernedictiis:seisaeity-insendeds
9	<pre>+f+1G1 anv_other_information_thm_budget_director_feels</pre>
10	is necessary for the preparation of a budget.*
11	Section 2. Section 17-7-112, MCA, is amended to read:
12	*17-7-112. Submission deadline. (1) It shall be the
13	duty of each department, agency, and office, including the
14	Montana university systems to submit the information
15	requestedby required under 17-7-111 to the budget director
łó	and=the=legislative=fiacsl=analyst on or before September 1
17	in the even year preceding the convening of the legislature.
18	12) RETHEEN AUGUST: 15 AND SEPTEMBER 30 IN THE YEAR
19	PRECEDING THE CONVENING OF THE LEGISLATURE. THE DIRECTOR
20	MUSI_SUBMIT_EACH_STATE_AGENCY'S_HUDGET_REQUEST_REQUIRED
21	UNDER IN-X-111 ID THE 'LEGISLATIVE EISCAL BURGET ANALYSI. THE
22	IRANSFER OF BUDGET INFORMATION SHALL BE DONE ON A SCHEDULE
23	MUTUALLY AGREED TO BY THE BUDGET DIRECTOR AND THE
24	LEGISLATIVE_FISCAL_AMALYSI_IN_A_MANNER_IHAI_EACILITATESAM
25	EYEN TRANSFER OF BUDGET INFORMATION DURING THE MONTH OF

-3- SB 235 -4- SB 235

SB 0235/04

1	SEPIEMBER_AND_	MRICH- VILONS	_EACH_	DEEICE	_IQ_	MAINTAIN	L_2
2	REASONABLE_STACE	_WORKELOW.					

3

5

6

8

10

11

t21(3) If any department, institution, university units or agency shall fail to present such requested information within the time herein specified, the budget director shall note that fact in the budget submitted to the governor and the budget director shall prepare and submit to the legislative fiscal analyst and the governor by October 20 a budget request on behalf of such department, institution, university units or agency, based upon his studies of the operations, plans, and needs thereof.

-End-

48th Legislature SB 0235/05 S8 0235/05

1

2	INTRODUCED BY HAFFEY, DONALOSON, VAN VALKENBURG,
3	PECK, WINSLOW, MARKS
4	BY REQUEST OF THE LEGISLATIVE FINANCE COMMITTEE
5	
6	A BILL FOR AN ACT ENTITLED: "AN ACT TO CLARIFY THE
7	INFORMATION REQUIRED TO BE SUBMITTED TO THE BUDGET DIRECTOR
8	AND THE LEGISLATIVE FISCAL ANALYST FOR THE PREPARATION OF
9	AGENCY BUDGET ESTIMATES: PROVIDING A DATE BY WHICH THE
10	BUDGET OFFICE WILL PREPARE AN AGENCY REQUEST; AND
11	SPECIFICALLY INCLUDING THE UNIVERSITY SYSTEM UNDER THE
12	BUOGET REQUIREMENTS; AMENDING SECTIONS 17-7-111 AND
13	17-7-112, MCA.*
14	
15	BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:
16	Section 1. Section 17-7-111, MCA, is amended to read:
17	#17-7-111. Agency program budgets form distribution
18	and contents. (1) In the preparation of a state budget, the
19	budget director shall, not later than July 1 in the year
20	preceding the convening of the legislature, distribute to
21	all state offices and departments, including the judicial
22	branch and the legislative branch, the proper blanks forms
23	necessary for the preparation of budget estimates. These
24	blanks-shall be prescribed by
25	the budget director to procure such the information asthe

SENATE BILL NO. 235

2 for-the-preparation-of-a-budgety-including-budget-estimatesy 3 to-include-estimates-of-receiptsy-actual-receiptsy-estimates 4 of---disaursementsy---ectual---disbursementsy---and----other 5 information--classified--and--grouped--as--requested--by-the 6 budget-director-and-covering-such-period-or-periods-of--time as--specified--by-the-budget-director required\_by\_subsection 8 121. 9 (2) The forms ACENCY SUDGET REQUESTS: when completed 10 BY INC. BUDGEL OFFICE. must set forth a balanced financial 11 plan for the entity AGENCY completing the forms for each 12 fiscal\_year\_of\_the\_ensuing\_biennium.\_ The\_plan\_must\_consist 13 of: 14 fal a consolidated AGENCY budget summary EOR CURRENT 15 LEVEL EXPENDITURES AND FOR EACH MODIFICATION REQUEST setting forth\_the\_aggregate\_figures\_of\_the\_full=time\_equivalent 16 17 personnel positions (ETE) and the budget in such \_manner\_ as 18 to\_show\_a\_balance\_between\_the\_total\_proposed\_disbursements 19 and the total anticipated receipts, together with the other 20 means of financing the budget for each fiscal year of the 21 ensuing biennium: contrasted with the corresponding figures 22 for the last completed fiscal year and the fiscal year in 23 progress. The consolidated budget summary must be supported 24 by explanatory schedules or statements; classifying receipts 25 and\_disbursements\_contained\_tberein\_bx\_fund\_and:\_where

budget--director-shall--in-his-discretion--feel-is-necessary

1	applicable.organizational_unit.
2	(bl_ancentysis A_SCHEDULE of the actual and projected
3	receiptsdisbursementsandsolvency_of_each_accounting
4	entity_within_each_fund_for_the_current_and_subsequent
5	pienoiumi
6	(cl_a_detailed energies SCHEDULE of_receiptsby
7	accounting entity within each funds indicating
8	classification_and_source_of_funds:
9	(d)a==departmental==anatyata ANAGENCY_SCHEDULE
0	summarizing_past_and_proposed_spending_plans by==agency and
1	the means of financing the proposed plan. Information
12	presented_sball_include_the_following:
3	(i) a statement of departmental AGENCY goals and
4	objectives_and_a_statement_of_goals_and_objectives_for_each
5	program of the department AGENCY:
6	fill_actual_FIE_and_disbursements_for_the_completed
.7	fiscal_year_of_the_current_bienniumestimated_ETE_and
8	disbursements for the current fiscal year, and the agency's
9	request_for_the_ensuing_blenniumby_program:_and
0	filll_actual_disbursements_for_the_completed_fiscal
1	year of the current blennium, estimated disbursements for
2	the current fiscal year, and agency's recommendations for
3	the ensuing biendium. by disbursement category:
4	tel==a=SPEGIEIG=PAY=Phan==SGHEDWHG==EGR==ALk==EKEGWII¥E
5	BRANGU:===EMPLOYEES===WITH==THE==SPEGIFIE==+EGSI==AND==FHNDING

2	tetift detailedrecommendationsfortheatate
3	longscongessbuildingsprogrammssEnchsrecommendationsabalisbe
4	pressched_bymdenorimentxrinatitutionxmogencyxmarmdenochmity
5	funding=sourcex=with=n=deacription=of=ench=proposed=projectx
6	Annappropriationnumenaurennabalinnbennpresentednbunprojecix
7	source:of:fundingx:sad:descriptotx:sgss:xx::institxtxoox::or
8	branch-for-which-the-project-ta-primarity-intended*
9	ffff61fEl any_other_information_the_budget_director
10	feels_is_necessary_for_the_preparation_pf_a_budget.
11	(3) THE BUDGET DIRECTOR HUST ALSO PREPARE AND SUBBLE
12	TO THE LEGISLATIVE FISCAL ANALYST IN ACCORDANCE WITH
13	11-1-112:
14	141_DETAILED_RECOMMENDATIONS_EDR_IHE_STATE_LONG=RANGE
15	BUILDING PROGRAM. SACH RECOMMENDATION SHALL BE PRESENTED BY
16	DEPARTMENT. INSTITUTION. AGENCY. OR BRANCH BY EUNDING
17	SOURCE: WITH A DESCRIPTION OF EACH PROPOSED PROJECT: AND
18	13) THE PROPOSED PAY PLAN SCHEDULE FOR ALL EXECUTIVE
19	BRANCHEMPLOYEESWITHTHESPECIFICCOSTAND _EUNDING
20	RECOMMENDATIONS FOR FACH AGENCY SUBMISSION OF A PAY PLAN
21	SCHEDULE UNDER THIS SUBSECTION IS NOT AN UNFAIR LABOR
22	PRACTICE_UNDER_39=31=401.
23	Section 2. Section 17-7-112, MCA: is amended to read:
24	"17-7-112. Submission deadline. (1) It shall be the
25	duty of each department, agency, and office. including the

RECOMMENDATIONS : FOR : FACE : AGENCY \*\*

58 0235/05

- 1 Montane university systems to submit the information
- 2 requested-by required under 17-7-111 to the budget director
- 3 <u>and:the=legislative=fiscal=analyst</u> on or before September 1
- 4 in the even year preceding the convening of the legislature.
- 5 (2) BETWEEN AUGUST 15 AND SEPTEMBER 30 IN THE YEAR
- 6 PRECEDING THE CONVENING OF THE LEGISLATURE. THE DIRECTOR
- 7 MUST SUBMIT EACH STATE AGENCY'S BUDGET REQUEST REQUIRED
- 8 UNDER 17-7-111(2) TO THE LEGISLATIVE FISCAL BURGET ANALYST.
- 9 THE TRANSEER OF BUDGET INFORMATION SHALL BE DONE ON A
- 10 SCHEDULE MUTUALLY AGREED TO BY THE BUDGET DIRECTOR AND THE
- 11 LEGISLATIVE FISCAL ANALYST IN A MANNER THAT EACILITATES AN
- 12 EYEN TRANSEER DE BUDGET INFORMATION DURING THE MONTH DE
- 13 SEPIEMBER AND WHICH ALLOWS EACH GEFICE IO MAINIAIN A
- 14 REASONABLE\_STAFF\_WORKFLOW.
- 15 f2f(3) If any department, institution, university
- 16 units or agency shall fail to present such requested
- 17 information within the time herein specified, the budget
- 18 director shall note that fact in the budget submitted to the
- 19 governor and the budget director shall prepare and submit to
- 20 the legislative fiscal analyst and the governor by October
- 21 30 a budget request on behalf of such department,
- 22 institution, university units or agency, based upon his
- 23 studies of the operations, plans, and needs thereof.
- 24 (1) THE PROPOSED PAY PLAN SCHEDULE REQUIRED BY
- 25 17-7-111(3) MUST BE SUBMITTED TO THE LEGISLATIVE EISCAL

- 1 ANALYSI NO LATER THAN NOVEMBER 15 IN THE YEAR PRECEDING THE
- Z CONVENING OF THE LEGISLATURE."

-End-