

SAM - BUDGETING

INTRASCHEDULE TRANSFERS, SECTION 26.00 OF THE BUDGET ACT 6548 (Revised 9/2010)

Section 26.00 authorizes Finance to augment any program, project, or function of an appropriation by transfer from any other program, project, or function scheduled within the same appropriation. However, augmentations by such transfer are limited to specific percentage increases as detailed in the control section. Departmental fiscal staff should be familiar with all the provisions of this section.

To comply with Section 26.00, each department requesting a transfer will proceed as follows:

- A separate [STD. 26](#) must be submitted for each proposed transfer. The revision should contain no other transaction and clearly state the need and purpose for the transfer.
- The following certification will be typed on the face of the Budget Revision: “The provisions of Section 26, Budget Act of 20__, have been satisfied.”

Any transfer in excess of \$200,000, or in excess of the limitations provided in the control section, may be authorized not sooner than 30 days after notification in writing of the necessity for the request is provided to the Joint Legislative Budget Committee and to the Chair of each of the legislative committees and appropriate subcommittees.