

SAM - BUDGETING

CAPITAL OUTLAY REAPPROPRIATIONS

6834

(New 5/1998)

DOF reviews the need to reappropriate funding for capital outlay projects during the annual budget development process. Reappropriations, when appropriate, are proposed in the annual budget bill.

Appropriations for capital outlay included in the Budget Act are available for expenditure pursuant to Control Section 2.00 of that act unless otherwise noted. Funding authority for studies, preliminary plans, working drawings, or minor capital outlay is generally available for expenditure for one year unless reappropriated. Construction appropriations that have not been allocated through fund transfer or approval to proceed to bid by June 30 of the fiscal year of appropriation are reverted to the fund from which appropriated unless reappropriated.

The availability period for expenditure of reappropriations is consistent with the original appropriation. For instance, reappropriations of studies, preliminary plans, and working drawings are generally available for expenditure for one year. Minor capital outlay is not generally eligible for reappropriation (Section 6807).

The client department must monitor project status to determine if a project will require reappropriation. Department project liaisons should consult with DGS project managers to maintain current schedule information and to determine (in consultation with DOF Capital Outlay Unit staff) the need for reappropriations.

Departments must submit a COBCP outlining the need for reappropriations consistent with COBCP and finance letter deadlines, as discussed in Section 6818. Use the COBCP form, Page 1 as a cover sheet for all reappropriations and provide narrative using COBCP form, Page 4, for the follow questions for each reappropriation requested:

1. Original Budget Act Year, Item, Schedule and Project ID;
2. Project Title and narrative description;
3. Dollars to be reappropriated; and
4. Reasons why the reappropriation is needed.