



Dave Heineman  
Governor

# STATE OF NEBRASKA

DEPARTMENT OF ADMINISTRATIVE SERVICES  
Carlos Castillo, Jr.  
Director

## MEMORANDUM

**DATE:** September 17, 2007  
**TO:** All Agencies, Boards, and Commissions  
**FROM:** Gerry A. Oligmueller, State Budget Administrator  
**SUBJECT:** 2008 Deficit Budget Requests

Section 81-126 Reissue Revised Statutes of Nebraska, 2003, provides for the Governor to make recommendations to the Legislature as to the deficiency funding requirements of the various agencies, boards, and commissions of State government.

State government is currently in the first calendar quarter of the 2007-2009 biennium. Consequently, there are seven full quarters remaining in your current budget plan for your agency to undertake any necessary management actions that will allow you to operate within the 2007-2009 appropriations. A deficit budget request should only be made for extraordinary circumstances that are beyond an agency's control and ability to manage during the 2007-2009 biennium.

In addition to appropriated amounts, agencies should review earmarking, personal services limitations, and other language contained in appropriation measures for the 2007-2009 biennium. You should also consider whether transfers or offsetting program adjustments could be made to address deficit situations.

As mentioned in my August 28, 2007, memorandum on the recent Commission on Industrial Relations (CIR) ruling, it will not be necessary for you to prepare a supplemental appropriation or PSL request to finance the salary increases for NAPE/AFSCME covered employees. The actual cost to implement the CIR ruling will be available to the DAS Budget Division and the Legislative Fiscal Office from the Department of Administrative Services.

Please check the Budget Division web site at <http://www.budget.ne.gov> on the "Budget Process" page for detailed instructions and electronic forms. Any necessary changes should be submitted with appropriate explanation for consideration as noted for deficit budget requests by **Friday, October 26, 2007**.

Please direct any questions regarding 2007-2009 biennium deficit requests to your assigned budget analyst in the Department of Administrative Services-Budget Division.

Copies of deficit budget requests submitted to the State Budget Administrator by agencies, boards, and commissions will be forwarded to the Legislative Fiscal Office. A copy of Higher Education submittals will be forwarded to the Coordinating Commission for Postsecondary Education.

You must also complete a project proposal form and undergo review by the Nebraska Information Technology Commission for deficit requests for information technology projects. The project proposal form and related instructions are available on the NITC web site: <http://www.nitc.state.ne.us/forms/>. The deadline for submitting project proposal forms to the NITC is no later than October 26, 2007.

Thank you very much for your serious attention and timely response to this communication.

**Budget Division • Gerry A. Oligmueller, Administrator**  
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