

NORTH DAKOTA'S BUDGETING PROCESS

North Dakota's bicameral Legislative Assembly meets for up to 80 legislative days beginning in January and usually concluding in April of each odd-numbered year. By the close of each regular legislative session, the Legislative Assembly approves North Dakota's biennial budget, which takes effect on July 1 of that year and ends on June 30 of the following odd-numbered year.

North Dakota's budgeting process begins in March of the year prior to the legislative session with the Governor's budget guidelines and state agencies and institutions preparing and submitting their biennial budget requests to the Office of Management and Budget beginning in July. The Office of Management and Budget holds selected executive budget hearings to allow agencies an opportunity to explain and justify their budget requests for inclusion in the Governor's budget recommendation to the Legislative Assembly. The legislative budget analyst and auditor's staff attends these budget hearings. Revenue forecast information used by the Governor in the development of the executive budget recommendation is based on information provided by an economic forecasting firm under contract with the state. The Legislative Assembly uses this revenue information as well as information from a legislative economic forecasting firm and updated revenue information provided in March during the legislative session as it develops the legislative budget.

The Legislative Assembly receives the Governor's executive budget recommendation during its organizational session in the December preceding the legislative session. The Legislative Management's Budget Section meets following the organizational session to receive more detailed information regarding the executive budget recommendations. Prior to the convening of the legislative session, the legislative fiscal staff prepares a comprehensive analysis of the executive budget. This analysis is presented to the Appropriations Committees and is made available to all members of the Legislative Assembly for use in developing the legislative budget. The legislative fiscal staff, headed by the legislative budget analyst and auditor, is a division of the Legislative Council--a nonpartisan legislative services agency providing bill drafting, research, fiscal analysis, information technology, and other administrative services to members of the Legislative Assembly.

The Legislative Assembly begins development of the state budget at a "base level" for revenues and appropriations. The Appropriations Committees prepare and introduce the base level appropriation for each agency. The Office of Management and Budget submits draft appropriation bills which are printed in the House and Senate Journals and provided to the Appropriations Committees and which contain the Governor's recommendations. Individual legislators also may suggest changes affecting state revenues or appropriations for an agency. The Legislative Assembly considers the Governor's recommendations and information received through public hearings held in each chamber on appropriation and revenue bills. Bills for a deficiency appropriation relating to the current biennium also may be considered. Each bill having an appropriation of \$50,000 or more or a bill with a fiscal note indicating a fiscal impact of \$200,000 or more on an agency's appropriation is required by rule to be referred to the Appropriations Committees.

The Senate Appropriations Committee consists of 16 members and the House Appropriations Committee consists of 23 members. The Senate and House Appropriations Committees organize into three formal divisions--Education and Environment, Government Operations, and Human Resources. These divisions hold budget hearings on assigned agencies, develop budget recommendations, and report their recommendations to the full Appropriations Committee. The legislative fiscal staff serves the Appropriations Committees and all members of the Legislative Assembly by conducting research, analyzing budgets, preparing amendments, and monitoring the status of revenues, appropriations, and fund balances included in the legislative budget. The fiscal staff also publishes the *Budget Status Report* throughout the legislative session which provides the updated status of general fund revenues, appropriations, and ending general fund balance for the next biennium's budget.

Once passed by both chambers of the Legislative Assembly, each bill is delivered to the Governor for signature. When signed, the bill becomes law. Unless otherwise indicated, an appropriation bill or a tax measure bill becomes effective on July 1 following the legislative session, and other bills become effective on August 1. The Legislative Assembly approves approximately 75 appropriation bills each session, providing funding for the operations of state government for the subsequent biennium.

North Dakota Century Code Chapter 54-16 establishes the Emergency Commission which has authority to approve agency requests for line item transfers, for acceptance of additional federal and other funds within certain limits, and for use from the state contingencies appropriation. Budget Section approval is required for transfers or additional spending of federal or other funds exceeding \$50,000.