



House Appropriations Committee 2024 Budget Amendment Request

*** STAKEHOLDERS WORKSHEET ***

DEADLINE FOR DELEGATES TO ELECTRONICALLY SUBMIT REQUESTS IS 5:00 PM, FRIDAY, JANUARY 12, 2024

NOTE: We have a web-based Budget Amendment Request submission process for House members. Stakeholders can use this worksheet to provide Delegates with information for budget amendment requests that they would like to have submitted on their behalf. Stakeholders should send this completed worksheet, along with any supporting documentation, directly to the House member they are working with to electronically submit on their behalf.

House Patron:

(Name of Delegate)

Agency Name:

Please circle the House Bill that your budget amendments request relates to: ☐ HB 29 (or) ☐ HB 30

Increase/Decrease

Use this section to indicate whether the amendment would require an Increase or Decrease in appropriated funds.

General Fund (GF) monies are derived from taxes levied on individual and corporate income, sales, public service corporations, and insurance companies. The General Fund is the major source of support for many State functions.

Nongeneral Fund (NGF) monies consist of special fund revenues, higher education operating monies (tuition, special revenues and federal grants), highway maintenance and construction funds, trust and agency funds, and federal trust funds.

Funding

☐ Increase
☐ Decrease

First Year

GF \$ _____
NGF \$ _____

Second Year

GF \$ _____
NGF \$ _____

Position Level

Use this section to indicate if a change in the position level of the agency is desired or necessary. The position level is the number of full-time equivalent (FTE) positions dedicated to a specific program activity or agency. If you are unsure, leave the space blank.

Position Level

☐ Increase
☐ Decrease

First Year

GF FTE \$ _____
NGF FTE \$ _____

Second Year

GF FTE \$ _____
NGF FTE \$ _____

Explanation of Amendment (Explain and/or Include Materials)

Please explain the purpose of the amendment or attach explanatory materials. THIS IS THE MOST IMPORTANT PART OF REQUESTING AN AMENDMENT as it ensures the HAC staff has adequate background information to draft the budget amendment request.
