APPROPRIATIONS HANDBOOK

STATE OF NEW JERSEY FISCAL YEAR 2011 - 2012

DEPARTMENT OF THE TREASURY OFFICE OF MANAGEMENT AND BUDGET

Andrew P. Sidamon-Eristoff

State Treasurer

Charlene M. Holzbaur

Director, Office of Management and Budget

NEW JERSEY STATE LEGISLATURE APPROPRIATION AND BUDGET COMMITTEES

SESSION OF 2011

Paul A. Sarlo (D), 36th District (Parts of Bergen, Essex and Passaic), Chairman

Brian P. Stack (D), 33rd District (Part of Hudson), Vice-Chairman

Louis D. Greenwald (D), 6th District (Part of Camden), Chairman

Gary S. Schaer (D), 36th District (Parts of Bergen, Essex and Passaic), Vice-Chairman

SENATE BUDGET AND APPROPRIATIONS COMMITTEE

James Beach (D), 6th District (Part of Camden)

Anthony R. Bucco (R), 25th District (Part of Morris)

Barbara Buono (D), 18th District (Part of Middlesex)

Sandra B. Cunningham (D), 31st District (Part of Hudson)

Michael J. Doherty (R), 23rd District (Warren and part of Hunterdon)

Linda R. Greenstein (D), 14th District (Parts of Mercer and Middlesex)

Kevin J. O'Toole (R), 40th District (Parts of Bergen, Essex and Passaic)

Steven V. Oroho (R), 24th District (Sussex and parts of Hunterdon and Morris)

Joseph Pennacchio (R), 26th District (Parts of Morris and Passaic)

M. Teresa Ruiz (D), 29th District (Parts of Essex and Union)

Jeff Van Drew (D), 1st District (Cape May and parts of Atlantic and Cumberland)

GENERAL ASSEMBLY BUDGET COMMITTEE

Anthony M. Bucco (R), 25th District (Part of Morris)

John J. Burzichelli (D), 3rd District (Salem and parts of Cumberland and Gloucester)

Gary R. Chiusano (R), 24th District (Sussex and parts of Hunterdon and Morris)

Albert Coutinho (D), 29th District (Parts of Essex and Union)

Gordon M. Johnson (D), 37th District (Part of Bergen)

Declan J. O'Scanlon, Jr. (R), 12th District (Parts of Mercer and Monmouth)

Nellie Pou (D), 35th District (Parts of Bergen and Passaic)

Joan M. Quigley (D), 32nd District (Parts of Bergen and Hudson)

Bonnie Watson Coleman (D), 15th District (Part of Mercer)

Jay Webber (R), 26th District (Parts of Morris and Passaic)

David J. Rosen, Legislative Budget and Finance Officer, Office of Legislative Services Frank W. Haines III, Assistant Legislative Budget and Finance Officer, Office of Legislative Services

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TO ALL DEPARTMENTS AND AGENCIES

Attention is directed to section one of the Appropriations Act (P.L.2011, c.85) with reference to the availability of the appropriations for the period of one month after the close of said period fiscal year. State officers are advised that, by reason of the enactment of this clause, all unexpended balances will lapse, unless otherwise provided, at the close of the one-month period unless they are reserved as provided therein.

Transmittals of funds deposited by each State agency shall be forwarded to the Division of Budget and Accounting in accordance with existing regulations. Each State agencies' deposits will be credited to the appropriate account. Receipts which may be appropriated to any State agency may be expended only in accordance with the provisions of the Act.

State agencies shall forward bills for payment as soon as practicable. Every effort will be made by the Department of the Treasury to facilitate payment, particularly those bills subject to discount.