

BUDGET WORKSHEET SEQUENCE NUMBERS

2015 SESSION - FISCAL BIENNIUM 2013-2015

Sequence numbers are seven digits and are split by a dash after the first four digits. The first four digits identify the type of adjustment being made. The last three digits generally tie similar items to the same four digit sequence. Sequence numbers adhere to the following scheme:

<u>Seq. No.</u>	<u>Description</u>
-1	Objective of the program

Budget Prep Items

0003-xxx	Adds for labor savings restoration
0004-xxx	Adds for collective bargaining increases
0005-xxx	Adds for previously non-recurring costs
0006-xxx	Reductions for non-recurring costs
123-001	

Budget neutral items (net zero impact to appropriations)

0010 to 0919-xxx	Trade-offs and transfers within a program ID
0020 to 0029-xxx	Trade-offs and transfers within a department (intra-departmental transfers)
0030 to 0039-xxx	Trade-offs and transfers between departments (inter-departmental transfers)

Budget adjustments

0060 to 0069-xxx	Reductions
0070 to 0079-xxx	Changes in means of financing
0080 to 0089-xxx	Conversions of temporary positions to permanent
0090 to 0099-xxx	Additions — Fixed costs and entitlements
0100 to 0110-xxx	Additions

Other Adjustments

0201 to 0430-xxx	Governor's Messages (The sequence number is the date on the transmittal from the governor. For instance, a message item dated February 3rd would be 203. If there is more than one item, they would be numbered 203-001, 203-002, etc.)
1000 to 1099-xxx	House adjustments
1100 to 1199-xxx	House vacancy adjustments
2000 to 2999-xxx	Senate Adjustments

All adjustments relating to information technology improvements are coded XXXX-0900