State of Michigan
Administrative Guide to State Government

POLICY 1110 Budget Process

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The State Budget Director shall annually plan and prepare a comprehensive executive state budget recommendation. The State Budget Director also shall execute, manage and control the state budget once it is enacted into law. By law the Executive Budget must be submitted to the Legislature within thirty days after the Legislature convenes its regular session on the second Wednesday in January. However, when a newly elected Governor is inaugurated into office, 60 days are allowed to prepare the proposal.

Executive Branch Departments shall participate in the budget preparation process, follow program policy guidelines and directions issued by the State Budget Office, attend departmental hearings as requested by the Budget Director, and submit their budget proposals to the State Budget Office.

Each Executive Branch Department shall prepare their allotment of enacted appropriations and may request revisions, legislative or administrative transfers, or supplemental appropriations, which are approved by the State Budget Office and then transmitted to the Legislature.

Public Act 431 of 1984, as amended.

State Budget Office, Budget Process

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