

Dave Heineman, Governor

## MEMORANDUM

DATE: September 26, 2014

TO: All Agencies, Boards, and Commissions  
ATTN: Agency Finance Officers

FROM: Gerry A. Oligmueller, State Budget Administrator

SUBJECT: 2015 Deficit Budget Requests

Section 81-126 Reissue Revised Statutes of Nebraska, 2008, provides for the Governor to make recommendations to the Legislature as to the deficiency funding requirements of the various agencies, boards, and commissions of State government.

A deficit budget request should only be submitted to address the most critical situations that cannot be managed within existing appropriations and other requirements of the enacted appropriation laws. State agencies, boards, and commissions must consider the number of months remaining in your current budget plan and undertake necessary management actions that will allow you to operate within the current FY 2014-15 appropriations.

The Nebraska Budget Request and Reporting System (NBRRS) will once again be used by agencies to prepare and submit necessary FY 2014-15 deficit budget requests for consideration during the 2015 legislative session. Specifically, the "Issue Details" screen under the "2015 Deficit" budget cycle will be used to identify funding requirements that cannot be managed within existing appropriations. Any necessary changes should be submitted with appropriate explanation for consideration as noted for deficit budget requests by October 22, 2014.

Go to [http://budget.nebraska.gov/das\\_budget/bud/nbrs.htm](http://budget.nebraska.gov/das_budget/bud/nbrs.htm) to login to the NBRRS and begin preparing necessary 2015 mid-biennial budget adjustments. You should contact your assigned Administrative Services-State Budget Division Budget Analyst with the names of any individuals who will have deficit request preparation responsibilities but do not already have access to the NBRRS Issue Details screen. Screen instructions as well as step-by-step instructions to establish access to NBRRS or to reset a forgotten password can be found at [http://budget.nebraska.gov/das\\_budget/bud/NBRRSInstructions.htm](http://budget.nebraska.gov/das_budget/bud/NBRRSInstructions.htm).

Deficit budget requests submitted to the State Budget Administrator by agencies, boards, and commissions will be formally transmitted to the Legislature's Legislative Fiscal Office. Higher Education submittals will also be formally transmitted to the Coordinating Commission for Postsecondary Education. They will also be made available to the public via the State Budget Division's website.

Please direct any questions regarding 2015 deficit requests to your assigned budget analyst in the Administrative Services - State Budget Division.

You must also complete the "IT Project Proposal" screen (and related "IT Issue") and undergo review by the Nebraska Information Technology Commission for deficit requests for information technology projects. The deadline for completing entry of the IT Project Proposals for review by the NITC is also no later than October 22, 2014. Questions regarding submission of project proposals should be directed to Rick Becker of the Office of the CIO at [rick.becker@nebraska.gov](mailto:rick.becker@nebraska.gov) or (402) 471-7984.

Thank you very much for your serious attention to this communication.