ROY COOPER
GOVERNOR

CHARLES PERUSSE
STATE BUDGET DIRECTOR

July 22, 2022

MEMORANDUM:

TO: All Department Heads, Chief Financial Officers, All State Departments,
            Institutions and Agencies

FROM: Charles Perusse   *Charles Perusse*

SUBJECT: Certification Guidance for FY 2022-23

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This memorandum contains information regarding the budget certification process for the 2022-23 fiscal year. On July 11, 2022, Governor Cooper signed into law the Current Operations Appropriations Act of 2022 (S.L. 2022-74).

Agencies will use the Integrated Budget Information System (IBIS) to prepare certification entries for all appropriations in S.L. 2022-74. If technical corrections affecting the budget are passed into law after the certification process is completed, agencies will work with Office of State Budget and Management (OSBM) analysts to make any needed adjustments to certify updates to the budget.

If your agency received new or additional State Fiscal Recovery Fund (SFRF) or changes to existing SFRF allocations, work with your OSBM development analyst to certify these funds.

Please submit certification entries to OSBM for review by close of business on Friday, August 12, 2022. All budget codes should be certified prior to close of the August accounting records.

Agencies will certify capital projects included in the State Capital and Infrastructure Fund (SCIF) via Type 11 budget revisions following agency certification. Immediately following agency certification, OSBM will work with agencies and campuses to set up account and fund codes for individual projects in the SCIF.

OSBM will host a virtual training and Q&A session for state agencies on the FY 2022-23 certification process from 1p.m. – 2p.m. on Monday, August 1st. Please RSVP for this training here.

Certification instructions for state agencies, universities, and capital projects are available on the OSBM website to assist you and your staff in completing the certification process. Please contact your OSBM development analyst with any questions.

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