



2020-21 Closeout Kickoff

May 7, 2021

Integrity

Innovation

Teamwork

Excellence



- Carryforward Process
- Operating Closeout
- Capital Closeout
- FAQs



Timeline

- May 15 – Deadline to encumber funds
- June 11 – Preliminary carryforward requests from limited agencies
 - DHHS
 - DPI
 - UNC System
- July 1 – Final carryforward requests submitted to OSBM
- Late July – OSBM decisions complete and agencies/universities are notified
- **Balanced Budget** – Carryforward approvals depend on statewide cash availability after all agencies have closed for the fiscal year



Carryforward Template

- Highlighted cells identify where data is entered

| | A | B | C | D | E | F | G | H | |
|----|---|-----------------------|------------------|-----------------|--|---------------------------|-----------|-------------------|---|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | | |
| 4 | Name: | | | | | | | | |
| 5 | Email: | | | | | | | | |
| 6 | Telephone: | | | | | | | | |
| 7 | Budget Code | Carry-Forward Request | | | | | | | |
| 8 | | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request | |
| 9 | 0 | #N/A | | | | | | | |
| 10 | 0 | #N/A | | | | | | | |
| 11 | 0 | #N/A | | | | | | | |
| 12 | 0 | #N/A | | | | | | | |
| 13 | 0 | #N/A | | | | | | | |
| 14 | 0 | #N/A | | | | | | | |
| 15 | 0 | #N/A | | | | | | | |
| 16 | 0 | #N/A | | | | | | | |
| 17 | 0 | #N/A | | | | | | | |
| 18 | 0 | #N/A | | | | | | | |
| 19 | 0 | #N/A | | | | | | | |
| 20 | 0 | #N/A | | | | | | | |
| 21 | 0 | #N/A | | | | | | | |
| 22 | 0 | #N/A | | | | | | | |
| 23 | 0 | #N/A | | | | | | | |
| 24 | | | | | | | | \$ | - |



Carryforward Template

- Dropdown menus reduce keying and standardize data
- Only one budget code per tab

| | A | B | C | D | E | F | G | H |
|----|---|-----------------------|------------------|-----------------|--|---------------------------|-----------|-------------------|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | |
| 4 | Name: | | | | | | | |
| 5 | Email: | | | | | | | |
| 6 | Telephone: | | | | | | | |
| 7 | Budget Code | Carry-Forward Request | | | | | | |
| 8 | | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request |
| 9 | 11000 | #N/A | | | | | | |
| 10 | 12000 | #N/A | | | | | | |
| 11 | 12001 | #N/A | | | | | | |
| 12 | 13000 | #N/A | | | | | | |
| 13 | 13001 | #N/A | | | | | | |
| 14 | 13005 | #N/A | | | | | | |
| 15 | 13010 | #N/A | | | | | | |
| 16 | 13050 | #N/A | | | | | | |
| 17 | 0 | #N/A | | | | | | |
| 18 | 0 | #N/A | | | | | | |
| 19 | 0 | #N/A | | | | | | |
| 20 | 0 | #N/A | | | | | | |
| 21 | 0 | #N/A | | | | | | |
| 22 | 0 | #N/A | | | | | | |
| 23 | 0 | #N/A | | | | | | |
| 24 | | | | | | | | \$ - |



Carryforward Template

- Agency name will auto-populate
- As you enter data, relevant cells will highlight

| | A | B | C | D | E | F | G | H | |
|----|---|--|------------------|-----------------|--|---------------------------|-----------|-------------------|---|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | | |
| 4 | Name: | FirstName Last Name | | | | | | | |
| 5 | Email: | email@nc.gov | | | | | | | |
| 6 | Telephone: | 919-807-1111 | | | | | | | |
| 7 | Budget Code | Carry-Forward Request | | | | | | | |
| 8 | 13005 | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request | |
| 9 | 13005 | Office of State Budget and Management | PO Carryforward | | | | | | |
| 10 | 13005 | Office of State Budget and Management | | | | | | | |
| 11 | 13005 | Office of State Budget and Management | | | | | | | |
| 12 | 13005 | Office of State Budget and Management | | | | | | | |
| 13 | 13005 | Office of State Budget and Management | | | | | | | |
| 14 | 13005 | Office of State Budget and Management | | | | | | | |
| 15 | 13005 | Office of State Budget and Management | | | | | | | |
| 16 | 13005 | Office of State Budget and Management | | | | | | | |
| 17 | 13005 | Office of State Budget and Management | | | | | | | |
| 18 | 13005 | Office of State Budget and Management | | | | | | | |
| 19 | 13005 | Office of State Budget and Management | | | | | | | |
| 20 | 13005 | Office of State Budget and Management | | | | | | | |
| 21 | 13005 | Office of State Budget and Management | | | | | | | |
| 22 | 13005 | Office of State Budget and Management | | | | | | | |
| 23 | 13005 | Office of State Budget and Management | | | | | | | |
| 24 | | | | | | | | \$ | - |



Carryforward Template

- Select carryforward category from dropdown

| | A | B | C | D | E | F | G | H |
|----|---|---------------------------------------|------------------|-------------------------------------|--|---------------------------|-----------|-------------------|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | |
| 4 | Name: | FirstName Last Name | | | | | | |
| 5 | Email: | email@nc.gov | | | | | | |
| 6 | Telephone: | 919-807-1111 | | | | | | |
| 7 | Budget Code | Carry-Forward Request | | | | | | |
| 8 | 13005 | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request |
| 9 | 13005 | Office of State Budget and Management | PO Carryforward | Category C: Documented Encumbrances | | | | |
| 10 | 13005 | Office of State Budget and Management | | | | | | |
| 11 | 13005 | Office of State Budget and Management | | | | | | |
| 12 | 13005 | Office of State Budget and Management | | | | | | |
| 13 | 13005 | Office of State Budget and Management | | | | | | |
| 14 | 13005 | Office of State Budget and Management | | | | | | |
| 15 | 13005 | Office of State Budget and Management | | | | | | |
| 16 | 13005 | Office of State Budget and Management | | | | | | |
| 17 | 13005 | Office of State Budget and Management | | | | | | |
| 18 | 13005 | Office of State Budget and Management | | | | | | |
| 19 | 13005 | Office of State Budget and Management | | | | | | |
| 20 | 13005 | Office of State Budget and Management | | | | | | |
| 21 | 13005 | Office of State Budget and Management | | | | | | |
| 22 | 13005 | Office of State Budget and Management | | | | | | |
| 23 | 13005 | Office of State Budget and Management | | | | | | |
| 24 | | | | | | | | \$ - |

Choose the type of the Carry-Forward Request from the dropdown menu.



Carryforward Template

- Include specific fund code(s) where cash is available

| | A | B | C | D | E | F | G | H | |
|----|---|--|------------------|-------------------------------------|--|---|-----------|-------------------|---|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | | |
| 4 | Name: | FirstName Last Name | | | | | | | |
| 5 | Email: | email@nc.gov | | | | | | | |
| 6 | Telephone: | 919-807-1111 | | | | | | | |
| 7 | Budget Code | Carry-Forward Request | | | | | | | |
| 8 | 13005 | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request | |
| 9 | 13005 | Office of State Budget and Management | PO Carryforward | Category C: Documented Encumbrances | | Combined value of encumbered PO's between \$5,000 and \$100,000 | 1234 | | |
| 10 | 13005 | Office of State Budget and Management | | | | | | | |
| 11 | 13005 | Office of State Budget and Management | | | | | | | |
| 12 | 13005 | Office of State Budget and Management | | | | | | | |
| 13 | 13005 | Office of State Budget and Management | | | | | | | |
| 14 | 13005 | Office of State Budget and Management | | | | | | | |
| 15 | 13005 | Office of State Budget and Management | | | | | | | |
| 16 | 13005 | Office of State Budget and Management | | | | | | | |
| 17 | 13005 | Office of State Budget and Management | | | | | | | |
| 18 | 13005 | Office of State Budget and Management | | | | | | | |
| 19 | 13005 | Office of State Budget and Management | | | | | | | |
| 20 | 13005 | Office of State Budget and Management | | | | | | | |
| 21 | 13005 | Office of State Budget and Management | | | | | | | |
| 22 | 13005 | Office of State Budget and Management | | | | | | | |
| 23 | 13005 | Office of State Budget and Management | | | | | | | |
| 24 | | | | | | | | \$ | - |

Input the Fund Code within the Budget Code where cash is available to be carried forward.



Carryforward Template

- Combine totals for similar entry types

| | A | B | C | D | E | F | G | H | I |
|----|---|--|------------------|-------------------------------------|--|---|-----------|-------------------|---|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | | |
| 4 | Name: | FirstName Last Name | | | | | | | |
| 5 | Email: | email@nc.gov | | | | | | | |
| 6 | Telephone: | 919-807-1111 | | | | | | | |
| 7 | Budget Code | Carry-Forward Request | | | | | | | |
| 8 | 13005 | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request | |
| 9 | 13005 | Office of State Budget and Management | PO Carryforward | Category C: Documented Encumbrances | | Combined value of encumbered PO's between \$5,000 and \$100,000 | 1234 | \$ 250,000 | |
| 10 | 13005 | Office of State Budget and Management | | | | | | | |
| 11 | 13005 | Office of State Budget and Management | | | | | | | |
| 12 | 13005 | Office of State Budget and Management | | | | | | | |
| 13 | 13005 | Office of State Budget and Management | | | | | | | |
| 14 | 13005 | Office of State Budget and Management | | | | | | | |
| 15 | 13005 | Office of State Budget and Management | | | | | | | |
| 16 | 13005 | Office of State Budget and Management | | | | | | | |
| 17 | 13005 | Office of State Budget and Management | | | | | | | |
| 18 | 13005 | Office of State Budget and Management | | | | | | | |
| 19 | 13005 | Office of State Budget and Management | | | | | | | |
| 20 | 13005 | Office of State Budget and Management | | | | | | | |
| 21 | 13005 | Office of State Budget and Management | | | | | | | |
| 22 | 13005 | Office of State Budget and Management | | | | | | | |
| 23 | 13005 | Office of State Budget and Management | | | | | | | |
| 24 | | | | | | | | \$ 250,000.00 | |

When possible, combine requests of the same type.
E.G.: The sum of all POs instead of an individual PO.



Carryforward Template

- Statutory or Special Provision citations for Category A

| | A | B | C | D | E | F | G | H |
|----|---|---------------------------------------|----------------------------------|-------------------------------------|--|---|-----------|-------------------|
| 1 | Summary of State Agency Carryforward Requests | | | | | | | |
| 2 | For Fiscal Year 2020-21 | | | | | | | |
| 3 | Note: Only enter data in the highlighted cells. | | | | | | | |
| 4 | Name: | FirstName Last Name | | | | | | |
| 5 | Email: | email@nc.gov | | | | | | |
| 6 | Telephone: | 919-807-1111 | | | | | | |
| 7 | Budget Code | | | Carry-Forward Request | | | | |
| 8 | 13005 | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Fund Code | Amount of Request |
| 9 | 13005 | Office of State Budget and Management | PO Carryforward | Category C: Documented Encumbrances | | Combined value of encumbered PO's between \$5,000 and \$100,000 | 1234 | \$ 250,000 |
| 10 | 13005 | Office of State Budget and Management | Required Carryforward by Statute | Category A: Required by | | Carryforward required by Statute | 5678 | \$ 500,000 |
| 11 | 13005 | Office of State Budget and Management | | | | | | |
| 12 | 13005 | Office of State Budget and Management | | | | | | |
| 13 | 13005 | Office of State Budget and Management | | | | | | |
| 14 | 13005 | Office of State Budget and Management | | | | | | |
| 15 | 13005 | Office of State Budget and Management | | | | | | |
| 16 | 13005 | Office of State Budget and Management | | | | | | |
| 17 | 13005 | Office of State Budget and Management | | | | | | |
| 18 | 13005 | Office of State Budget and Management | | | | | | |
| 19 | 13005 | Office of State Budget and Management | | | | | | |
| 20 | 13005 | Office of State Budget and Management | | | | | | |
| 21 | 13005 | Office of State Budget and Management | | | | | | |
| 22 | 13005 | Office of State Budget and Management | | | | | | |
| 23 | 13005 | Office of State Budget and Management | | | | | | |
| 24 | | | | | | | | \$ 750,000.00 |

If the Type of Request is Category A, list the statutory or special provision citation required to support the request. Otherwise, leave this cell blank.



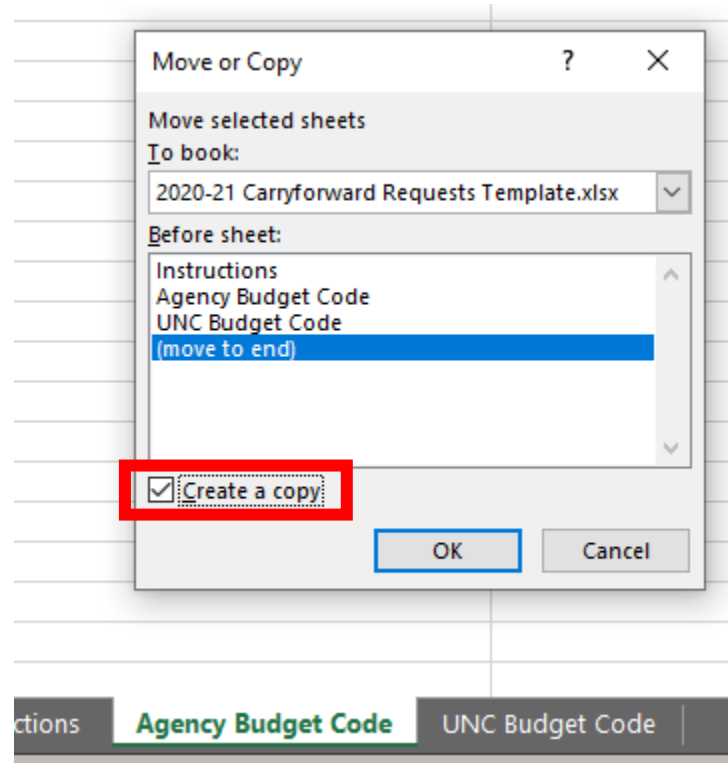
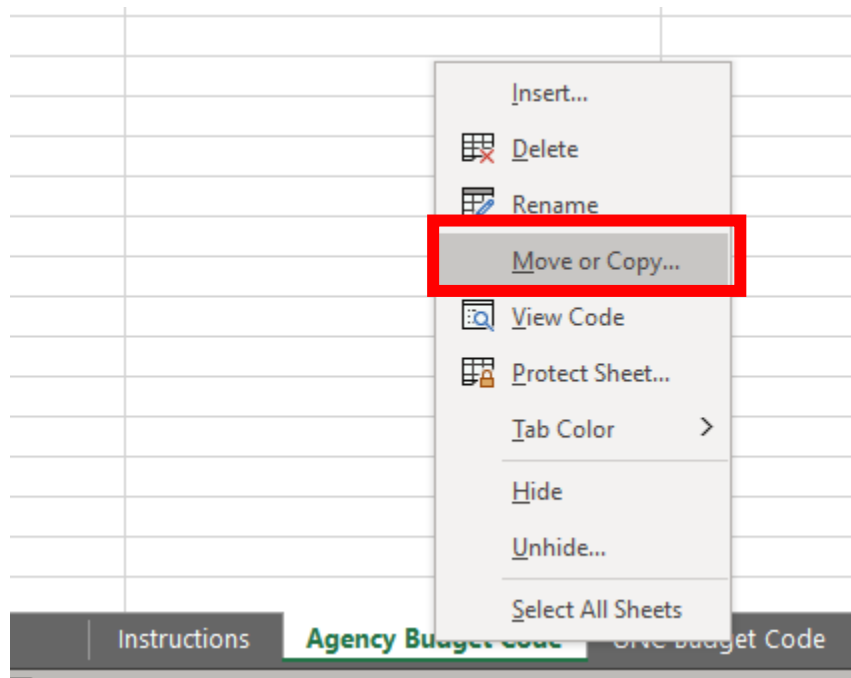
- Row 24 will sum all requests





Carryforward Template

- If submitting for more than one budget code, create a duplicate tab in the same workbook





Carryforward Process – Encumbrance Carryforward Requests

- **Guidelines for Encumbrance Carryforward Requests (Category C)**
 - Only allowed for items for which funding is not available next fiscal year
 - Items previously approved for carryforward are not eligible (unless OSBM exception)
 - POs less than \$5k should not be requested for carryforward
 - Individual POs of \$5k<\$100k should be rolled together into one request
 - Individual POs \$100,000 and greater must be requested as separate line items
 - Encumbrances for grants awarded to third parties should be requested separately regardless of amount
 - Retain backup documentation for OSBM compliance checks and audit purposes



Carryforward Process – Encumbrance Carryforward Requests


| 7 | Budget Code | | Carry-Forward Request | | | | |
|----|-------------|---------------------------------------|-----------------------|-------------------------------------|--|---|-------------------|
| 8 | 13005 | Agency Name | Item Description | Type of Request | Statutory/Sp. Prov. Citation Required for Category A | Justification or Comments | Amount of Request |
| 9 | 13005 | Office of State Budget and Management | PO Carryforward | Category C: Documented Encumbrances | | Combined PO's between \$5,000 and \$100,000 | \$ 10,000 |
| 10 | 13005 | Office of State Budget and Management | PO # 7890 | Category C: Documented Encumbrances | | PO # 7890 | \$ 125,000 |
| 11 | 13005 | Office of State Budget and Management | Grant #1234 | Category C: Documented Encumbrances | | Grant contract #1234 and why it needs to be carried forward | \$ 50,000 |
| 12 | 13005 | Office of State Budget and Management | Grant #5678 | Category C: Documented Encumbrances | | Grant contract #5678 and why it needs to be carried forward | \$ 125,000 |

| PO to Carry Forward | Amount | Ok to request? | Roll together? |
|------------------------|-----------|----------------|----------------|
| PO #1234 | \$10,000 | Yes | Yes |
| PO #5678 | \$2,500 | No | No |
| PO #7890 | \$125,000 | Yes | No |
| PO #4321 from SFY17-18 | \$50,000 | No | No |
| Grant awarded to #1234 | \$50,000 | Yes | No |
| Grant awarded to #5678 | \$125,000 | Yes | No |



• Operating Closeout

- Closeout Certification
 - Located at the end of the OSBM Closeout memo
 - Completed and signed by agency CFO or Budget Director
- Certifies that the June 2021 agency budget complies with OSBM guidelines


STATE OF NORTH CAROLINA
CERTIFICATION
2020-21 Fiscal Year End Budget Reports
AGENCY / DIVISION / UNIVERSITY NAME: _____

This certification should be completed and provided to your OSBM analyst at the time of pre-certification of budget reports with the Office of the State Controller at the end of each fiscal year.

BUDGET REPORT REVIEW CHECKLIST
Note: Please attach documentation of OSBM approved exceptions, if applicable.

BD 701 Report

- ☐ Certified and authorized budgets reconcile between NCAS and IBIS at the four-digit account level (ex. 53 2100)
- ☐ No negative certified or authorized budgets at the four-digit NCAS account level
- ☐ No over-expended funds/centers
- ☐ No over-expended accounts: 4-digit level for 531X, 536X, 537X, 538X; 2-digit level for 532X-535X. Universities: No over-expended accounts at UNC pooled account level.
- ☐ Reserve accounts (53 71xx) are distributed (unless reverting or carried forward)
- ☐ No missing or incorrect account titles in NCAS
- ☐ Over-realized receipts were budgeted and approved by OSBM prior to expenditure of receipts
- ☐ No negative salary reserve balances at the fund/center and account level (n/a to universities).
- ☐ No negative cash balances in special funds
- ☐ Federal Funds: Receipt-supported expenditures and related receipts reconcile
- ☐ Federal Funds: Excess receipts in the General Fund are returned to XXXXX federal budget code
- ☐ Carryforward is correctly recorded in NCAS and IBIS
- ☐ UNC Only: No appropriation in 1102 Summer School or 1103 Non-Credit Instruction unless approved by OSBM

BD 702 Report

- ☐ Quarterly allotment totals reconcile between NCAS and IBIS
- ☐ Quarter-to-date requirements and appropriation do not exceed quarterly allotment
- ☐ Allotted and year-to-date actuals reconcile indicating proper non-cash reversions

I certify that the BD 701 & 702 Budget Reports are complete, accurate, and comply with OSBM's guidance.

Signature (Budget Director or CFO) _____ Date _____

If any requirements outlined above are not checked, please explain to your OSBM Analyst why the step was not completed via a memorandum or email.



Operating Closeout – CRF Funding Carryforward

- **Coronavirus Relief Funding**
- **Confirm location of funds**
 - **Most likely in the 2-type**
- **December 31, 2021 deadline for spending CRF funds**
 - **DO NOT assume this will be extended**



Operating Closeout – CRF Funding Carryforward

- **Options for unspent CRF funds:**
 - **DO NOT** let funds revert to statewide General Fund
 - **Not going to use funds: Send to statewide CRF reserve**
 - **23013**
 - **Carryforward: Follow procedure for Category A**
 - **S.L. 2021-1, sec 3.1 is the most appropriate legislative citation in this category**



Operating Closeout – Reversion of Funds

- All funds should revert to the source from which they came
 - If funds did not come from the General Fund, DO NOT let funds revert to statewide General Fund



Capital Closeout – Occurs **BEFORE** Operating Close Out

DATES TO REMEMBER:

May 28 – Budget Code Closure Requests Due

June 4 – All June Capital Allotments Due

June 7 – Last Bond Requisition Due

June 15 – All Capital Budget Revisions Due

June 18 – Capital Budget Close

- [Capital Budget Code Closure Job Aid](#)
 - Step-by-step instructions for identifying budget codes that should be closed
- Budget Code Closure Request Form
 - Linked within the job aid
 - Fillable PDF form



Identifying & Closing Inactive Budget Codes

- Revise Budget Codes to Reflect Actual Project Spending (Unallotments & Type 11 or 12 Revisions)
- Submit Request to Close Prepared Budget Codes by **May 28**



Addressing Negative Budgets & Over-expended Account Lines

- Negative Allotment Report - GDAC/DSS
 - BD725_Curr_Neg_Allot
 - Correct by submitting IBIS allotment request by **June 4**
- BD725 Reconciliation - GDAC/DSS
 - Identify any over expended accounts, funds, and budget codes
 - Correct by submitting IBIS budget revisions by **June 15**



Frequently Asked Questions



Budget Instructions



[Key Dates for State Agencies](#)



[Job Aids](#)

How to's, templates, and presentations



[2021-23 Biennial Budget Development Guidance](#)

Budget Memo for 2021-23 Biennium



[2021-23 Biennial Budget Development Instructions](#)

Developing 2021-23 Biennial Budget



[Budget Closeout/Carryforward](#)

For SFY 2020-21



• What does the annualized column on budget revisions do?

REQUIREMENTS

| Fund Code | Cost Center | Account Number | Account Description | Amount (2017-18) | Amount (2018-19) | Annualized Amount | Authorized Budget (2017-18) | Authorized Budget (2018-19) |
|-----------|-------------|----------------|----------------------------|------------------|------------------|-------------------|-----------------------------|-----------------------------|
| 1110 | | 532000 | SUPPLIES AND MATERIALS | \$0.00 | \$18,000.00 | \$0.00 | \$1,889,972.00 | \$1,552,322.00 |
| 1110 | | 533000 | CURRENT OBLIGATION | \$0.00 | \$18,000.00 | \$0.00 | \$1,113,809.00 | \$6,352,099.00 |
| 1110 | | 534000 | FIXED CHARGES AND EXPENSES | \$0.00 | \$5,000.00 | \$0.00 | \$1,034,736.00 | \$1,106,188.00 |
| 1110 | | 535000 | CAPITAL OUTLAY | \$0.00 | \$9,000.00 | \$0.00 | \$1,712,110.00 | \$2,032,106.00 |

RECEIPTS

| Fund Code | Cost Center | Account Number | Account Description | Amount (2017-18) | Amount (2018-19) | Annualized Amount | Authorized Budget (2017-18) | Authorized Budget (2018-19) |
|-----------|-------------|----------------|----------------------|------------------|------------------|-------------------|-----------------------------|-----------------------------|
| 1110 | | 430890 | OTHER INTERTRANSFERS | \$0.00 | \$50,000.00 | \$0.00 | \$400,000.00 | \$1,190,948.00 |

- Activates for recurring revisions with an effective date other than 07/01/XX.
- This data will be pulled into IBIS in the 2021-23 biennium.
- If left blank, no budget will be copied into the new fiscal year.
- IBIS technical staff is monitoring prior to loading into the new fiscal year.



How do I close out old operating funds and/or budget codes?

- Capitol: See "Capitol Budget Code Closure Job Aid"
- Operating: Formal procedure still in development
- See "Capitol Budget Code Closure Job Aid"
 - Zero spending year-to-date
 - Zero funds remaining
 - OSBM execution analysts will work with agencies



When do I mark a revision as using Lapsed Salary?

- When you move funds from a personal services type account (531XXX) to any other allowable operating expense (including another 531XXX account)
 - See [Budget Manual section 3.6.7](#) Lapsed Salary Revisions for further detail



We processed an allotment and my agency's 702 doesn't reflect it. Did IBIS not interface with NCFS?

- Make sure that you're making an NCAS entry for each general fund allotment



Who do I contact in OSBM with my questions?

- Staff directory at www.osbm.nc.gov
- Agency assignment list at end of presentation



Insert table here

OSBM Analyst Assignments

| Agency | Execution Analyst | Email |
|--|---------------------|---------------------------|
| State Agency Capital Improvements | Abby Gac/Mark Bondo | abigail.gac@osbm.nc.gov |
| UNC Capital Improvements | Abby Gac/Mark Bondo | abigail.gac@osbm.nc.gov |
| Department of Information Technology | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Department of Labor | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Department of Natural & Cultural Resources | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Department of Revenue | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Governor's Office/ OSBM | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Housing Finance | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Office of the State Auditor | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Office of the State Controller | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Secretary of State | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| State Treasurer | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Wildlife Resources Commission | Chris Kapsch | chris.kapsch@osbm.nc.gov |
| Administrative Office of the Courts | Dana Gillooly | dana.gillooly@osbm.nc.gov |
| Indigent Defense Services | Dana Gillooly | dana.gillooly@osbm.nc.gov |
| Department of Agriculture/State Fair | Eric Estes | eric.estes@osbm.nc.gov |
| Department of Commerce | Eric Estes | eric.estes@osbm.nc.gov |
| Department of Transportation | Eric Estes | eric.estes@osbm.nc.gov |

| Agency | Execution Analyst | Email |
|---|--------------------------------|-----------------------------|
| Public Safety - Administration | Kevin Rich | kevin.rich@osbm.nc.gov |
| Department of Environmental Quality | Mark Bondo | mark.bondo@osbm.nc.gov |
| Licensing Board | Mark Bondo | mark.bondo@osbm.nc.gov |
| NC Education Lottery | James Robinson | james.robinson@osbm.nc.gov |
| Statewide Reserves | Mark Bondo | mark.bondo@osbm.nc.gov |
| Board of Elections | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Department of Administration | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Department of Insurance | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Department of Military & Veterans Affairs | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Disasters | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| General Assembly | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Lieutenant Governor's Office | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Office of Administrative Hearings | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Office of State Human Resources (new) | Mercidee Benton | mercidee.benton@osbm.nc.gov |
| Department of Justice | Mercidee Benton/James Robinson | james.robinson@osbm.nc.gov |
| Salary & Benefits - statewide | Taylor Coburn | taylor.coburn@osbm.nc.gov |
| Department of Public Instruction | James Robinson | james.robinson@osbm.nc.gov |
| DHHS | Sarah Grimsrud | sarah.grimsrud@osbm.nc.gov |



Questions



Stay in touch!

Phone:

984-236-0600

Website:

www.osbm.nc.gov

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