



BUREAU OF BUDGET & MANAGEMENT RESEARCH

OFFICE OF THE GOVERNOR
Post Office Box 2950, Hagåtña Guam 96932

EDDIE BAZA CALVO
GOVERNOR

JOSE S. CALVO
ACTING DIRECTOR

RAY TENORIO
LIEUTENANT GOVERNOR

FEB 10 2015

LESTER L. CARLSON, JR.
DEPUTY DIRECTOR

BBMR Circular No.: 15-03

To: Acting Director, Bureau of Budget and Management Research

From: Acting Director, Bureau of Budget and Management Research

Subject: FY2016 Budget Ceiling

The Governor transmitted the FY2016 Executive Budget on January 31, 2015 to *I Liheslaturan Guåhan*. It includes revenue projections, funding allocations to the various departments/agencies, and others. Accordingly, your ceiling level by fund source is part of the Governor's submittal.

Delineated below is your department/agency ceiling level by fund source, as may be annotated. Please prepare your FY2016 Budget Request based on each ceiling amount using the format and guidelines provided by the Bureau on December 22, 2014 per BBMR Circular No. 15-02. Each ceiling amount is for operational requirements, inclusive of local match requirements for federal programs:

General Fund:	\$ 1,487,585
Special Fund:	\$ 323,324 ^{1/}

Recurring or routine miscellaneous appropriations should not be included in your agency detail budget request, as such appropriations are not part of the budget ceiling level(s). Please ensure that both the current and proposed staffing patterns reflect the Competitive Wage (Hay) compensation plan and/or the Public Safety and Law Enforcement compensation plan.

The Bureau emphasizes the importance of following the guidelines provided in order to facilitate the budget process. It is imperative that we work together to produce a complete and accurate budget within the prescribed timeframe.

Please submit one original agency budget request, one copy, and one Compact Disc (CD) copy of the electronic format (Excel for spreadsheets and Word for narratives). Upon review and clearance by the Bureau, you will be notified to reproduce the required number of copies for transmittal to *I Liheslaturan Guåhan* for their disposition.

Your department/agency budget request is due to the Bureau no later than **Friday, February 20, 2015**. This deadline must be met to ensure timely submittal to *I Liheslaturan Guåhan*.

Your usual cooperation is appreciated.


JOSE S. CALVO

^{1/} Indirect Cost Fund