

Budget Management

- Units are expected to manage their operations from within their existing budget
- Subject to limitations set forth by law or policy, all allocations are expected to be utilized to meet your operating priorities
 - If legal or policy constraints lead you to believe that a particular fund source may not be spent for a particular reason, please consult with the Budget Office
- If you need assistance to determine whether there is sufficient funding to fund a particular need, either in your current budget or elsewhere in the organization, please consult with the Budget Office
- After consulting with the Budget Office, if you determine that your budget does not have sufficient appropriations to meet a priority need, the issue should be elevated within your Division
 - Deans and Vice Provosts should consult with the Provost / Executive Vice Chancellor
 - Departments within administrative divisions should elevate budget matters to your cognizant Vice Chancellor
- At the division level, the Provost or your respective Vice Chancellor can work with the Budget Office to redirect appropriations within the division's existing budget
- If the Provost or your respective Vice Chancellor determine that the existing budget for the division is not sufficient to meet the need, an augmentation request may be made of the Chancellor