

FISCAL ANALYSIS

Job Family Definition

Fiscal Analysis includes both operational and staff advisory functions related to the organization's budgetary and financial performance. It involves budgeting, accounting, managerial-financial reporting and related activities such as internal auditing and management analysis.

Fiscal Analysis involves activities such as formulating budget and cost estimates to support plans, programs and activities. Fiscal Analysts review and evaluate budget requests, review requests for apportionment and allotments and review, control and report obligations and expenditures. They also present and defend budget estimates before fund reviewing and granting authorities.

Fiscal Analysts also analyze and make recommendations about the costs and benefits of alternative methods for financing agency program and administrative operations. They implement legal and regulatory controls over use of funds in approved budgets and advise on effective and efficient means for acquiring and using funds to support agency programs and activities.

Some Fiscal Analyst are responsible for examining, accepting, amending, approving or rejecting the budget submissions and requests of State agencies and developing and interpreting statewide budgetary policies and practices.

These **classes differ from the Accountant series** because the work is primarily concerned with evaluating, coordinating and integrating an organization's overall financial functions into a system of control and management. This requires understanding the theories and principles related to the financial work involved but does not require full professional competence in the individual functions. The Accountant is concerned with the technical procedures, systems and methods that process and account for (i.e., record, monitor, correct, report) the organization's financial activities. Accountants apply accounting theory, principles and generally accepted standards to plan, develop, and maintain accounting systems.

Whereas, the Fiscal Analyst is involved with forecasting future trends in revenues or expenditures or determining future cash flows or budget requirements, the accountant is generally concerned with historical transactions that have already occurred and how these financial transactions are measured in the accounting records. The accountant is concerned with the accuracy, completeness and integrity of these financial events that have already occurred and how they are reported in the accounting records and financial reports. The accountant would compile current transactions that have already occurred but would not forecast or budget future periods based on these historical events.

The following classes are included in this Job Family:

Fiscal Analyst 1-3
Budget and Policy Analyst

These classes will replace:

- Budget Analyst
- Fiscal Coordinator 1-2
- Various positions in the Program Technician, Program Representative, Management Analyst and the Principal Contributor series.