

Emergency Board Request Criteria

1. Items needing legislative approval that should not wait until the 2023 session to achieve savings in agency budgets.
2. Items needing action to continue or eliminate an approved program (e.g., funds to maintain required caseload and/or workload levels, authority to end a program).
3. Items specifically deferred to the Emergency Board by the Legislature and newly legislated assignments where fiscal impact is greater than projected and provided for under legislation.
4. Statutory items requiring Emergency Board review or approval (e.g., budget rebalancing actions, limitation for fee increases or grants, fund shifts) and other reports required by the Legislature.
5. Certain items needing approval to proceed (e.g., major construction projects, repair projects addressing health and safety, grant applications). **All requests for federal grant application approval must be submitted at least ten days before the application is made. Retroactive approval requests will be accepted only if federal timelines precluded advance approval. Procedures and LFO/CFO email addresses are identified in Attachment B.**
6. Budget shortfalls requiring additional expenditure limitation or Emergency Fund allocations due to circumstances beyond an agency's control. The expectation is to manage within the agency's legislatively adopted budget.
7. Requests to expend Federal Funds, including federal grants.
8. Requests that respond to new federal mandates.
9. Reports or action needed to satisfy a budget note.
10. The Co-Chairs of the Emergency Board may request specific report items be included on the agenda. LFO and CFO analysts will alert agencies on all such agenda items.

Interim Joint Committee on Ways and Means Request Criteria

1. Certain items needing approval to proceed (e.g., major construction projects, repair projects addressing health and safety issues, grant applications, information management and technology projects). **All requests for federal grant application approval are to be submitted electronically to LFO and CFO at least ten days before the grant application is made. Retroactive approval requests will be accepted only if federal timelines precluded timely advance approval. Procedures and LFO/CFO email addresses are identified in Attachment B.**
2. Reports or actions needed to satisfy a budget note or other legislative direction.
3. Items specifically deferred from the 2021 legislative session that require financial review in anticipation of being considered for the 2022 session.

4. Current or impending shortfalls in agency budgets requiring additional expenditure limitation or Emergency Fund allocations due to circumstances beyond an agency's control. These items will be reviewed in anticipation of action that may occur during the 2022 session.
5. The Co-Chairs of the Interim Joint Committee on Ways and Means may request specific report items be included on the agenda. LFO and CFO analysts will alert agencies on these items.