

BUDGET REQUEST MANUAL

<i>Date</i>	<i>Subject</i> PROGRAM RECAPITULATION OF CURRENT YEAR ADJUSTED APPROPRIATIONS AND REQUESTED CHANGES FOR THE NEXT FISCAL YEAR SCHEDULE PR-FISCAL	<i>Item</i>
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Agency budget requests must include a completed **Schedule PR-Fiscal** (Program Recap) which identifies the current year adjusted appropriation and requested changes for the next fiscal year for the aggregate of each fund type for each agency program. Separate Schedules PR-Fiscal should be prepared for each category of appropriation (i.e., State Operations and Aid to Localities).

INSTRUCTIONS FOR PREPARING SCHEDULE PR-FISCAL

Column A

Enter the name of each program and the name of each of the fund types for which there is a current fiscal year appropriation and/or a requested appropriation for the next fiscal year.

Column B

Enter, for the program/fund types in Column A, the aggregate amount of current year adjusted appropriations.

Column C

Enter, for the program/fund types in Column A, the aggregate amount of requested changes for next fiscal year.

Column D

Enter the sum of Column B and C entries to achieve your requested budget.

A sample of this schedule follows.

**New York State
 Division of the Budget
 All Funds Budget Request FY 20__-20__
 Program Recapitulation
 of Current Year Adjusted Appropriations
 and Requested Changes for the Next Fiscal Year**

Agency:

Category:

(A)	(B)	(C)	(D)
Program/Fund Type	Adjusted Appropriations 20__-20__	Requested Change	Total Request (Column B+C) 20__-20__
Program Total			
Program Total			
Program Total			
All Program Recapitulation			
Total			