

**BUDGET REQUEST MANUAL**

<i>Date</i> 08/15/12	<i>Subject</i> STATE OPERATIONS AND AID TO LOCALITIES RECAPITULATION OF CURRENT YEAR ADJUSTED AND REQUESTED NEW YEAR APPROPRIATIONS SCHEDULE SO/ATL-FISCAL	<i>Item</i> 7
<i>Supersedes</i> 08/02/07		<i>Page</i> 1

The purpose of **Schedule SO/ATL-Fiscal**, Recapitulation of Current Year Adjusted and Requested New Year Appropriations, is to show a comparison of current year adjusted appropriations to requested appropriations for State Operations and Aid to Localities for the coming year. A separate Schedule SO/ATL-Fiscal should be prepared for each fund within a program. Information contained on this form should be consistent with information reported on Schedule A-Fiscal.

In addition to completing this schedule for each program/fund type/subfund type, an agency summary should be completed and indicated by the entry of "ALL" in the program block on the heading of the schedule.

Beginning with the 2008-09 fiscal year, in accordance with enacted Budget Reform legislation, Schedule SO/ATL Fiscal should show the subobject level of detail for non-Federal State Operations appropriations. Maintenance Undistributed (MU) items should be retained only when there is a concrete reason to do so. If an MU is used, amounts must be shown on one or more subobject lines.

Variations to the standard format should be approved by your budget examiner in advance.

With regard to personal service and non-personal service, your request should be based on an expectation that spending-control guidelines will apply.

A sample of Schedule SO/ATL-Fiscal is available here.

STATISTICAL TABULATION

**New York State**  
**Division of the Budget**  
**All Funds Budget Request FY 20\_\_ - \_\_**  
**State Operations and Aid to Localities**  
**Recapitulation of Current Year Adjusted and**  
**and Requested New Year Appropriations**

Agency:  
 Program:  
 Division/Institution:

Fund Type:  
 Fund:  
 Subfund:

(A)	(B)	(C)	(D)
Object and Subobject of Appropriation/Aid Purpose	Adjusted Appropriations 20__ - __	Change	Requested Appropriations (Column B+C) 20__ - __
State Operations			
Personal Service			0
Personal Service -- Regular			0
Temporary Service			0
Holiday/Overtime Compensation			0
Total PS	0	0	0
Nonpersonal Service			
Supplies and Materials			0
Travel			0
Contractual Services			0
Equipment			0
Fringe Benefits			0
Indirect Costs			0
Total NPS	0	0	0
Maintenance Undistributed			
Personal Service -- Regular			0
Temporary Service			0
Holiday/Overtime Compensation			0
Supplies and Materials			0
Travel			0
Contractual Services			0
Equipment			0
Fringe Benefits			0
Indirect Costs			0
Total MU	0	0	0
Total State Operations	0	0	0
Aid to Localities			
Purpose:			
--			0
--			0
--			0
--			0
--			0
Total Aid to Localities	0	0	0
Grand Total SO and ATL	0	0	0