

Agency Biennial Budget Base Certification

Due by October 15, 2018

Department/Agency:

Base Budget Years:

2020-2021

As of:

___ / ___ / 2018

Chief Financial Officer or Budget Director Certification

I have prepared the biennial base budget in compliance with [M.S. 16A.10, Subd. 2](#), [M.S. 16A.11, Subd. 3](#) and the base budget instructions as issued by the State Budget Director of Minnesota Management and Budget. (<https://www.mn.gov/mmb/budget/budget-instructions/bibudprep/>). I certify it's accurate for the actual years FY 2016 -2018, budgeted FY 2019, base years FY 2020 – 2021, and planning years FY 2022 – 2023.

- The base budget reflects current law.
- Known obligations are included and assumptions are consistent with the base budget instructions.
- Estimates for dedicated and non-dedicated revenue are reasonable and represent the most likely scenario.
- Compensation and Full Time Equivalents (FTEs) are consistent with statewide planning assumptions.

I have reviewed and discussed the agency's base budget and compensation assumptions with my Executive Budget Officer (EBO). I have reviewed all base budget fiscal reports, and the required reports as shown below are submitted electronically:

- Agency Expenditures Overview fiscal report
- Agency Financing by Fund fiscal report
- Agency Change Summary fiscal report

Signed: _____

(Department/Agency Chief Financial Officer or Budget Director)