

## **Chapter 3 Requesting Appropriations**

### **Part 1 Requesting Appropriations**

#### **JR4-3-101 Request for appropriation.**

- (1) A legislator wishing to obtain funding for a project, program, or entity that has not previously been funded, or to obtain additional or separate funding for a project, program, or entity, shall file a request for appropriation with the Office of the Legislative Fiscal Analyst.
- (2)
  - (a) Except as provided in Subsection (2)(b), a legislator may not file a request for appropriation with the Office of the Legislative Fiscal Analyst after noon on the 11th day of the annual general session.
  - (b) After the date established by this Subsection (2), a legislator may file a request for appropriation if:
    - (i) for a request by a House member, the representative makes a motion to file a request for appropriation and that motion is approved by a constitutional majority of the House; or
    - (ii) for a request by a senator, the senator makes a motion to file a request for appropriation and that motion is approved by a constitutional majority vote of the Senate.
- (3) The request shall designate:
  - (a) the project, program, or entity to be funded;
  - (b) the source for the funding;
  - (c) the chief sponsor, who is knowledgeable about and responsible for providing pertinent information as the appropriation is processed;
  - (d) supporting legislators, if any, who wish to cosponsor the appropriation; and
  - (e) the appropriation subcommittee to which the sponsor wishes the request to be assigned, if any.

### **Part 2 Disposition of Requests for Appropriation**

#### **JR4-3-201 Review and action on requests for appropriation.**

- (1)
  - (a) The legislative fiscal analyst shall review each request for appropriation.
  - (b) If the request requires that a statute be enacted, amended, or repealed, the legislative fiscal analyst shall immediately transfer the request to the Office of Legislative Research and General Counsel as a request for legislation.
  - (c) If the request does not require that a statute be enacted, amended, or repealed, the legislative fiscal analyst shall number and title the request and refer the request to:
    - (i) the House chair of the Executive Appropriations Committee, if the sponsor is a House member; or
    - (ii) the Senate chair of the Executive Appropriations Committee, if the sponsor is a Senate member.

- (2) The House or Senate chair of the Executive Appropriations Committee shall refer the request to the appropriate joint appropriations subcommittee.
- (3) Each joint appropriations subcommittee that receives a request for appropriation shall:
  - (a) allow the sponsor to present and discuss the request with the subcommittee;
  - (b) discuss the request; and
  - (c) do one of the following:
    - (i) include all or part of the requested appropriation in the budget recommendation made by the subcommittee to the Executive Appropriations Committee;
    - (ii) reject the request; or
    - (iii) recommend to the Executive Appropriations Committee that all or part of the requested appropriation be placed on a funding prioritization list as may be established by the Executive Appropriations Committee.