

SECTION III--COUNTY BUDGET GUIDELINES

COUNTY BUDGET GUIDELINES

One of the more important documents governing financial transactions of any government is the annual budget. A budget in its simplest form is an operating plan which contains an estimate of the proposed expenditures, the purposes for them and a means of financing them with the resources available to the government. When this operating plan is approved and adopted by the governing body the expenditures incorporated in the budget become legally binding appropriations, and the actual expenditures of the various activities must be in conformity with the budget and any budget supplements adopted.

All parties concerned with budget preparation and adoption should be aware of and involved in the general provisions incorporated into the budget process. These would include the legal foundations behind the budget, the budget structure, developing expenditure and revenue estimates, planning and finally budget review and adoption.