

BUDGET LETTER

	NUMBER: 26-10
SUBJECT: 2027-28 BUDGET POLICY	DATE ISSUED: July 16, 2026
REFERENCES: BL 26-05	SUPERSEDES: 25-16

TO: Agency Secretaries
Department Directors
Department Chief Counsels
Department Chief Information Officers
Department Budget and Accounting Officers
Department of Finance Budget and Accounting Staff

FROM: DEPARTMENT OF FINANCE

This Budget Letter (BL) sets forth the Department of Finance's policy guidelines for preparation of the proposed 2027-28 Governor's Budget. This is an Administration transition budget year. As such, these guidelines are in effect until such time as the Governor-elect and Administration make known their specific priorities and policies.

As a reminder, [BL 26-05](#), which Finance issued on June 3, 2026, outlines the technical and procedural requirements for preparation of the 2027-28 Governor's Budget.

Budget Change Proposals (BCP) and Enrollment/Caseload/Population (ECP)

Since this is an Administration transition year, Finance will only consider workload budget and necessary technical requests that maintain current service levels for existing authorized services. Workload budget proposals will only be considered based on current law, the merits and criticality of the proposal, and the availability of funding, regardless of fund source. These include existing or ongoing information technology and capital outlay projects. Finance will **not** consider proposals for any new programs, projects, or discretionary staffing needs. This criteria applies to all departments, including those not under the Governor's direct authority.

It is strongly encouraged that departments work collaboratively with their Finance Program Budget Analysts on an ongoing basis to prioritize budget requests prior to submitting any proposals and provide explicit prioritization of budget requests upon submission.

Requests not meeting the criteria above or not submitted by the due date will not be considered for inclusion in the 2027-28 Governor's Budget and **will be returned without review**.

Workload budget and technical requests, including Budget Bill and Trailer Bill language changes, are due to Finance no later than Wednesday, September 2, 2026. (Exception: BCPs for chaptered legislation). Contact your Finance Budget Analyst for fall ECP due dates. Detailed instructions for submitting BCPs will be provided in a subsequent BL.

Departments must use the current ADA-compliant BCP forms which are available on the [Budget Forms](#) page of Finance's website. BCP's approved for inclusion in the Governor's Budget should be finalized in collaboration with your Finance Budget Analyst and submitted to Finance in an ADA-compliant format.

Budget Confidentiality

Information contained in BCP and ECP proposals is an integral part of the Governor's deliberative process. Accordingly, departments must treat proposals as privileged and confidential until and unless the proposal is released to the Legislature as part of the Governor's Budget, the April 1 Finance Letter process, or the May Revision. **Disapproved, unapproved, and draft BCPs or ECP changes (i.e., proposals not released to the Legislature) remain confidential indefinitely and may not be released.** Final BCPs approved by the Administration will be posted on [Finance's website](#).

Questions about the Public Records Act or litigation discovery requests for budget documents should be directed to department legal staff and, if necessary, to Finance legal staff.

If you have any questions about this Budget Letter, please contact your Finance Budget Analyst.

/s/ Jennifer Whitaker

JENNIFER WHITAKER
Chief Operating Officer