000 1305
001 000
992 018
003
004
005 Budget Office / Commission
006
140 Budget Work Papers
200 1962
210 1989
220 1962-1964; 1986-1989
240 6.54 cf
241 5 cfb and 1 @ 0.24 cfb
261 Budget preparation files containing documentation for agency or department budget requests.
270 Packages show date, time and place of meetings, old and new business to be presented and separate, detailed lists for each request to be discussed. Preparation files contain background documentation supporting capital budget requests which may include: BUD 22 Fleet Management, Organizational/ Structural changes, Modified Strategic Plan, BUD 27/28 Information Systems, 2% Midpoint, BUD 500 Salary Reconciliation, Health Care Reconciliation, White Papers, Waiver request, Priority List, Budget (hard copy), Budget (disk).

290
310
329 WORK STATUS
___needs sorting
_x_needs unfolding
___needs foldering/reboxing
___other: _____

ARCHIVIST:
___review for identification/ further determination
___processing
___determine origin/purpose
___other:

330 Arranged chronologically
331
332 Typed
350
360 Fair condition with acid, storage and dirt damage.
370
390
420 2002192.
430
990 September 4, 1998; July 3, 2002
995
bhh