



THE DIRECTOR

EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

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BULLETIN NO. 02-06

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

SUBJECT: Apportionment of the Continuing Resolution(s) for Fiscal Year 2003

1. Purpose and Background. H. J. Res. 111 will provide continuing appropriations for the period October 1 through October 4. I am providing an automatic apportionment for amounts provided by this continuing resolution (CR), and any extensions of this CR, as specified in section 2. This Bulletin supplements instructions for apportionment of CRs in OMB Circular No. A-11.

2. Automatic Apportionments. Calculate the amount automatically apportioned through the period ending October 4 (and any extensions of that period) by multiplying the rate (amount) provided by the CR by the lower of:

\$ the percentage of the year covered by the CR, or

\$ the historical seasonal rate of obligations for the period of the year covered by the CR.

See the Attachments A, B, and C to this Bulletin for more detailed instructions on calculating the amount provided by the CR and the amount automatically apportioned.

Under an automatic apportionment, all of the footnotes and conditions placed on the prior year apportionment remain in effect.

The CR expires at midnight on Friday, October 4, 2002.

3. Written Apportionments. If a program requires an amount different from the total amount automatically apportioned, you must request a written apportionment.

Mitchell E. Daniels, Jr.  
Director

Attachments

### Calculating the Amount Made Available by the CR and the Automatic Apportionment

Calculate the amount automatically apportioned through the period ending October 4, 2002 (and any extensions of that period) by multiplying the **rate (amount) provided by the CR** by the lower of:

- \$ the **percentage of the year** covered by the CR (rounded to the nearest tenth); or
- \$ the **historical seasonal rate** of obligations for the period of the year covered by the CR.

1) **What is the rate (amount) provided by the CR? The rate (amount) provided by the CR for all accounts is the rate of operations not exceeding the current rate, calculated as follows:**

- ▶ take the net amount enacted in FY 2002, i.e., add any supplemental appropriations and subtract any rescissions;
- ▶ add the unobligated balance carried forward to FY 2002 (if any) -- do not include any unobligated balance of funds appropriated in P.L. 107-38 other than funds transferred by division B of Public Law 107-117;
- ▶ subtract the unobligated balance at the end of FY 2002 (if any); and
- ▶ subtract any other unobligated balances carried forward into FY 2002 or enacted in FY 2002 that were available for one-time non-recurring purposes, as described in section 3 below.

Note: **Agencies are required to use current estimates of unobligated balances.** Use the most recent approved estimate for the unobligated balance at the end of FY 2002. Specifically, use the unobligated balances carried forward and apportioned to FY 2003. If you have a more recent estimate of actual unobligated balances carried forward, you must have the amount apportioned before you can use it to calculate the rate provided by the CR.

2) **Does the continuing resolution affect the availability of funds that would be available if H. J. Res. 111 had not been enacted?**

No. The availability of any part of the budgetary resources for an account that is not determined by current action of the Congress (such as permanent appropriations, public enterprise and other revolving funds, reimbursements and other income, and balances of prior year budget authority) are not affected by H. J. Res. 111.

Most of these budgetary resources must be apportioned by OMB before obligation.

3) **Funds available for FY 2002 one-time non-recurring purposes should not be included in the calculated rate.**

The intent of a CR is to fund on-going projects and activities in such a way as not to impinge on final funding prerogatives. See Attachment B for principles for determining one-time

**Attachment A**  
**continued**

expenditures. See Attachment C for illustrative examples of one-time projects and activities. [Note: Attachment C and other one-time projects may involve funds from P.L. 107-38 that are already excluded from the calculation of the rate, so, when deducting the one-timers, agencies should be sure to exclude any P.L. 107-38 funds to avoid deducting them from the rate twice.] Specific questions on one-time expenditures should be addressed to your OMB representative.

### **Principles for Determining What is a One-Time, Non-Recurring Project/Activity**

Continuing resolutions (CRs) are stop-gap measures that allow ongoing agency programs to function, generally at a level comparable to that in the previous fiscal year. CRs attempt to remain “policy neutral” by continuing the terms and conditions of the previous year’s appropriations into the period covered by the CR. Agencies are prohibited from beginning new programs under the CR.

However, given the unprecedented investment in one-time recovery and emergency preparedness activities since September 11th, the CR does not compel agencies to spend money needlessly – i.e., to rebuild New York or the Pentagon twice or to stockpile small pox vaccines yet again.

The principles for determining whether a project is one-time and non-recurring in nature are:

- Specific projects/activities that are strictly limited in purpose and duration are one-time activities;
- Projects/activities that are an integral part of an ongoing activity are not one-time projects/activities, consistent with GAO’s description below (GAO, Principles of Federal Appropriations Law, p. 8-19):

"... in the previous fiscal year funds were available generally for construction of buildings, including plans and specifications. However, a specific construction project was not actually underway during the previous year. Nonetheless, it was decided that, because funds were available generally for construction in the previous year, this specific project was not a new project or activity and thus could be funded under the continuing resolution."

- Supplemental appropriations to fund ongoing activities, such as wildland firefighting efforts, are also not one-time projects/activities.

**Illustrative Examples of One-time Projects  
New York Recovery**  
(BA in millions of dollars)

**FEMA**

From Fall FY 2002 Supplemental (HR 3338)	4,357
From Summer FY 2002 Supplemental (HR 4775)	2,651
<i>Subtotal--FEMA</i>	<u>7,008</u>

**HUD and SBA**

From Fall FY 2002 Supplemental (HR 3338)	
SBA	75
CDBG	2,000
From Summer FY 2002 Supplemental (HR 4775)	783
<i>Subtotal--HUD and SBA</i>	<u>2,858</u>

**DOT**

From Fall FY 2002 Supplemental (HR 3338)	
Improvements to NYC area transit systems	100
Repairs to highways and for enhancing ferry service	175
Repairs to Amtrak tunnels under the Hudson and East Rivers	100
From Summer FY 2002 Supplemental (HR 4775)	
Transit upgrades	1,800
Federal Highways	167
<i>Subtotal--DOT</i>	<u>2,342</u>

**Other Federal Agencies**

From Fall FY 2002 Supplemental (HR 3338)	
Labor Worker compensation assistance	175
Labor Job training and retraining	32
Labor Unemployment Insurance admin	4
Labor Facilities	2
Labor OSHA safety/health monitoring	1
DOJ Crisis Counseling	37
HHS Reimbursements to hospitals	140
HHS CDC	12
HHS National Institute of Environmental Health Sciences	11
GSA Relocating/Enhancing Federal Facilities	48
Commerce TV/Radio Tower	8
CFTC Facilities	17
SEC Facilities	21
EEOC Facilities	1
<i>Subtotal--Other Federal Agencies</i>	<u>509</u>

**Total****12,717**





