

localities in which the property is located. He also approves and records charters and amendments to charters of domestic corporations.

Appropriations	1963	1964
General Funds .....	\$1,147,321	\$1,147,720
Staff: 65.		

**DEPARTMENT OF BUDGET AND PROCUREMENT**

James G. Rennie, Director  
 James P. Slicher, Chief, Budget Bureau  
 Adam G. Uhl, Chief, Purchasing Bureau

301 W. Preston Street, Baltimore 1 Telephone: 837-9000

The Department of Budget and Procurement, established by Chapter 64, Acts of 1939, combines the budgeting and purchasing functions of the State into a single agency. The Director of the Department, who is appointed by the Governor, has executive jurisdiction over the Department, and in addition reviews all leases for rental of office space before their submission to the Board of Public Works for approval (Code 1957, Art. 15A, sec. 16).

**Budget Bureau**

301 W. Preston Street, Baltimore 1 Telephone: 837-9000

The Director appoints the Chief of the Budget Bureau. This bureau carries out the budget functions of the agency. It aids the Director in preparing a tentative budget for the Governor's consideration and reviews all budget amendments presented by the various State agencies. The Bureau may investigate the necessity for all expenditures (Code 1957, Art. 15A, secs. 17-27).

**Purchasing Bureau**

318 Light Street, Baltimore 2 Telephone: 837-9000

The Director also appoints the head of the Purchasing Bureau. This bureau purchases supplies, material and equipment for the use of State agencies. It maintains a warehouse for the storage of supplies and pays for them out of a revolving fund of \$300,000. These supplies are purchased by State agencies, which receive invoices and make payment to the Revolving Fund in the same manner as to other vendors (Code 1957, Art. 15A, secs. 28-33).

Since March 6, 1949, the Department has distributed donable foods from the Production and Marketing Administration, U. S. Department of Agriculture, to public and private eleemosynary institutions and agencies and to needy families in the State of Maryland. There are 173 such institutions and agencies serving approximately 106,000 persons.

In March 1960, a Central Services program was inaugurated providing typewriter repair and duplicating services for those agencies located in the Baltimore State Office Building and for certain agencies in the Baltimore area.

Appropriations	1963	1964
General Funds .....	\$493,737	\$543,296
Staff: 67.		