

DEPARTMENT OF BUDGET AND FISCAL PLANNING

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The Department of Budget and Fiscal Planning was established in 1969 (Chapter 78, Acts of 1969). Its origins, however, date back to 1916, when the executive budget system was adopted by constitutional amendment (Chapter 159, Acts of 1916, ratified Nov. 7, 1916). In 1920, the Central Purchasing Bureau was created (Chapter 184, Acts of 1920) and, to consolidate State purchasing and budgetary functions, the Department of Budget and Procurement was formed in 1939 (Chapter 64, Acts of 1939). The Department of Budget and Fiscal Planning superseded the Department of Budget and Procurement in 1969. The Purchasing Bureau, formerly under the Department of Budget and Fiscal Planning, was transferred to the Department of General Services in 1970 (Chapter 97, Acts of 1970).

The Department's major responsibilities include budget development, supervision of budget execution, revenue estimating, and coordination of State information processing. The Secretary, who is appointed by the Governor with the advice and consent of the Senate, has executive jurisdiction over the Department and appoints all division chiefs. The Secretary serves as principal adviser to the Governor in fiscal matters and is a member of the Board of Revenue Estimates, the Board of Trustees for Maryland State Retirement and Pension Systems (*ex officio*), and a number of other commissions and committees. The Secretary also prepares the Department's portion of the agenda for Board of Public Works meetings (State Finance and Procurement Article, secs. 3-201 through 3-206).

By Executive Order the General Administration Program of the Board of Public Works was assigned to the Department of Budget and Fiscal Planning in September 1981.

DIVISION OF ADMINISTRATION

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The Division of Administration administers the internal fiscal operations of the Department, verifies budget requests and budget amendments, maintains master State position control ledgers, and prints the State Budget Book and related publications. It prepares the Statewide Cost Allocation Plan that is filed with the federal government to obtain reimbursements for the cost of indirect State services that benefit federally funded programs. Through its Baltimore-based Central Collection Unit, the Division acts upon collection of

delinquent accounts receivable due the State (Code 1957, Art. 19, secs. 43-46; State Finance and Procurement Article, secs. 7-101 through 7-121, secs. 3-201 through 3-206).

DIVISION OF BUDGET ANALYSIS

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The Division of Budget Analysis aids the Secretary in review, analysis, and formulation of a tentative annual State operating budget for the Governor's consideration. For this purpose, the