

**STATE OF GEORGIA
ACCOUNTING PROCEDURES MANUAL**

SECTION: THREE – ACCOUNTING PROCEDURES
**TOPIC: STATE APPROPRIATIONS, GOVERNOR’S
EMERGENCY FUNDS AND OTHER STATE FUNDS**

ACCOUNT RANGE: 401000, 403000 - 404999

GEORGIA LAWS

Ga. Const. Art. III, Sec. IX, Para. II. Preparation, submission, and enactments of general appropriations bill.

(a) The Governor shall submit to the General Assembly within five days after its convening in regular session each year a budget message and a budget report, accompanied by a draft of a general appropriations bill, in such form and manner as may be prescribed by statute, which shall provide for the appropriation of the funds necessary to operate all the various departments and agencies and to meet the current expenses of the state for the next fiscal year.

(b) The General Assembly shall annually appropriate those state and federal funds necessary to operate all the various departments and agencies. To the extent that federal funds ^received by the state for any program, project, activity, purpose, or expenditure are changed by federal authority

or exceed the amount or amounts appropriated in the general appropriations Act or supplementary appropriation Act or Acts, or are not anticipated, such excess, changed or unanticipated federal funds are hereby continually appropriated for the purposes authorized and directed by the federal government in making the grant. In those instances where the conditions under which the federal funds have been made available do not provide otherwise, federal funds shall first be used to replace state funds that were appropriated to supplant federal funds in the same state fiscal year. The fiscal year of the state shall commence on the first day of July of each year and terminate on the thirtieth of June following.

(c) The General Assembly shall by general law provide for the regulation and management of the finance and fiscal administration of the state.

Ga. Const. Art. III, Sec. IX, Para. V. Other or supplementary appropriations.

In addition to the appropriations made by the general appropriations Act and amendments thereto, the General Assembly may make additional appropriations by Acts, which shall be known as supplementary appropriation Acts, provided no such supplementary appropriation shall be available unless there is an unappropriated surplus in the state treasury or the revenue necessary to pay such appropriation shall have been provided by a tax laid for such purpose and collected into the general fund of the state treasury. Neither house shall pass a supplementary appropriation bill until the general appropriations Act shall have been finally adopted by both houses and approved by the Governor.

**STATE OF GEORGIA
ACCOUNTING PROCEDURES MANUAL**

SECTION: THREE – ACCOUNTING PROCEDURES
**TOPIC: STATE APPROPRIATIONS, GOVERNOR’S
EMERGENCY FUNDS AND OTHER STATE FUNDS**

50-5A-7. Duties of Office of Treasury and Fiscal Services generally;....

(a) It shall be the duty of the Office of Treasury and Fiscal Services:

(1) To receive and keep safely all moneys which shall from time to time be paid to the treasury of this state, and to pay all warrants legally drawn on the treasury by the Governor and countersigned by the Comptroller General or, in the Comptroller General's absence, by the deputy comptroller general, and to pay all drafts of the President of the Senate and the Speaker of the House of Representatives for sums lawfully due the members and officers of their respective bodies;

(2) To keep good and sufficient accounting records of every sum of money received into, or disbursed from, the state treasury, utilizing an accounting system in conformity with generally accepted accounting principles **and approved by the state auditor;...**

ACCOUNTING PROCEDURES

GENERAL PROCEDURES

Revenue for State appropriations and Governor's Emergency Funds should only be recorded on financial statements presented on the budgetary basis. These transactions should be disclosed as interfund transfers when financial statements are prepared in conformity with GAAP.

GOVERNOR'S EMERGENCY FUNDS

Governor's Emergency Funds should be recorded as revenue (403001) and receivable (121003), State Appropriations Receivable – Governor’s Emergency Fund, upon receipt of the executive order authorizing transfer of the funds from the Office of Treasury and Fiscal Services.

