

From: [Austin, Garry \(OFM\)](#)
To: BASS@LISTSERV.WA.GOV; [OFM dl Agency Budget Officers](#)
Cc: [WaTech DL Solutions Center](#); [OFM dl B-ANALYSTS](#)
Subject: [BASS] BDS: Recasts of the Enacted 2015-17 Biennial Budget to Activities
Date: Friday, August 21, 2015 8:59:46 AM

Recasts of the Enacted 2015-17 biennial budget to activities are due to OFM **no later than September 15, 2015**.

Specific instructions for the recast can be found on the Budget Portfolio (aka BASS) site at: [BDS Tutorial](#) (See Lesson 6 Enacted Recast, page 65). These instructions are out-of-date and ambiguous but do describe the technical steps to create a recast budget version to submit. Until WaTech completes the tutorial rewrite please note:

- References to a Maintenance Level recast should indicate “Enacted Budget” (Just ignore the first three bullets)
 - Your recast must conform to the bottom line of Version “4P 2015-17 Enacted Budget” (Available in VRS)
- References to the 2013-15 Biennium should indicate 2015-17 Biennium

Unless you are requesting “New” activities to your Activity Inventory, pending changes to your agency Activity Inventory (i.e., text) do not impede your ability to complete the recast.

Agencies with only one (1) activity are not required to submit an enacted recast.

Direct questions to your [Assigned Budget Analyst](#) or [WaTech DL Solutions Center](#).

Garry Austin

Senior Budget Assistant to the Governor
Office of Financial Management
Budget Division / Operations
Office: 360.902.0564
Cell: 360.481.9274
Garry.Austin@ofm.wa.gov