

Administrative Policy:		Request for Change in Budget Authority		Policy Number:	AP 6255
Applicable regulations - Federal/State/Board/College		ORS 294.305			
Accountable Administrator:		Vice President of Administrative Services	Position responsible for updates:		Vice President of Administrative Services
Original Date	05/20/2025	Revised & Adopted	N/A	Reviewed & Adopted	N/A

Purpose/Principle:

During a given budget year, a department or program may require a change in budget authority such as an increase to address emerging issues or a decrease due to loss of resources. The request for change in budget authority should be submitted to the Director of Business Services in order to process the change.