



**STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT**



Employment First State for Individuals with Disabilities

ROY COOPER
GOVERNOR

KRISTIN WALKER
STATE BUDGET DIRECTOR

August 2, 2024

MEMORANDUM:

TO: Department Heads, Chief Financial Officers
Departments of Health and Human Services, Public Instruction, Environmental Quality, Military and Veterans Affairs, and the Office of State Budget and Management

FROM: Anca Grozav, Chief Deputy State Budget Director

SUBJECT: Certification Guidance for FY 2024-25

This memorandum contains information regarding the budget certification process for the 2024-25 fiscal year. Per the July 18, 2024, [memo](#) from the State Budget Director, the General Assembly passed several bills related to appropriations and the finances of the state. However, only three bills include budget changes that need to be certified. Table 1 lists the session laws with items that must be certified, and the affected agencies.

Table 1: Session Laws to Certify, FY 2024-25	
Session Law	Agencies
SL 2023-134	DHHS, DPI
SL 2024-1	DMVA, OSBM
SL 2024-40	DEQ, DHHS, OSBM

Agencies will use the Integrated Budget Information System (IBIS) and the North Carolina Financial System (NCFS) to complete the certification process. If additional bills affecting appropriations become law later in the fiscal year, OSBM will issue additional instructions.

Please submit certification entries to OSBM by close of business on Thursday, August 15, 2024. All budget codes should be certified prior to close of the August accounting records.

[Certification instructions](#) are available on the OSBM website to assist you and your staff in completing the certification process. Please contact your OSBM budget development analyst with any questions.