

# Memo

**Date:** September 20, 2000

**To:** Legislative Finance Committee

**From:** Jon Moe  
Fiscal Specialist

**Subject:** Required Reports

The legislature (through statute, language in bills, or committee action) requires certain reports to be submitted to the Legislative Finance Committee (LFC) and the Legislative Fiscal Division (LFD). State agencies and other entities have been requested to provide information on various subjects of interest to facilitate the decision-making process.

The reports fit into two categories: 1) reports required to be submitted to the LFC are generally to monitor compliance or progress with legislative policy/initiatives; and 2) reports required to be submitted to the LFD are primarily to provide data relevant for staff analysis of budget issues for the next legislative session. The attached documents list the required reports identified and the occurrences of the reports received or expected to be received during the 2001 biennium. There are two separate documents: one for the LFC reports and one for the LFD reports. Also, attached are copies of the four reports received since the last LFC meeting.

I might point out that although some reports are shown as due on a specific date, there are oftentimes delays because information needed to complete the report is delayed. One example would be financial data (for a report due 6/30/00) that is delayed until year-end closing of the accounting system is complete and analysis is performed.

If you have questions or would like a copy of another listed report, please feel free to contact Jon Moe at 444-2986.

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