

OFFICE OF FINANCIAL MANAGEMENT PUBLICATIONS INVENTORY

Current Reoccurring Publications

Name of Publication	Publication Method and Web Address	Publishing Schedule	Required by Statute	Division/Contact
Budget				
Activity Guide	Web only: http://www.ofm.wa.gov/budget/instructions/other/activityguide.pdf	Spring of even years		Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Operating and Capital Allotment Instructions	Web only beginning 2009-11: http://www.ofm.wa.gov/budget/instructions/allotment/2013-15allotment.pdf	May of odd years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Operating Budget Instructions	Web only beginning 2011-13: http://www.ofm.wa.gov/budget/instructions/operating/2015_17/default.asp	May/June of even years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Capital Budget and Ten-year Plan Instructions	Web only beginning 2011-13: http://www.ofm.wa.gov/budget/instructions/capinst/15-25capinstr/default.asp	May/June of even years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Capital Projects Evaluation System: Four-Year Higher Education Institutions Guidelines and Instructions	Web only: http://www.ofm.wa.gov/budget/instructions/capinst/15-25capinstr/highered.asp	May of even years	Y	Budget/Christine Thomas, christine.thomas@ofm.wa.gov
Transportation Attainment Report	Web only: http://www.ofm.wa.gov/budget/documents/2012TransportationAttainmentReport.pdf	October of even years	Y	Budget/Jim Albert, jim.albert@ofm.wa.gov
Transportation Addendum to the Budget Instructions	Web only: http://www.ofm.wa.gov/budget/instructions/transportation/2015-17/1517transpoinstr.pdf	May/June of even years		Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Performance Measure Guide	Web only: http://www.ofm.wa.gov/budget/instructions/other/performanceguide.pdf	Spring of even years		Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Strategic Plan Guidelines	Web only: http://www.ofm.wa.gov/budget/instructions/operating/2015_17/strategicplanguidelines.pdf	Spring of even years		Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Washington State Budget Process	Web only: http://www.ofm.wa.gov/reports/budgetprocess.pdf	Updated every June/July	N	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Fiscal Note Instructions for Agencies	Web only: http://www.ofm.wa.gov/budget/instructions/other/agencyfiscalnoteinstructions.pdf	Updated prior to every legislative session	N	Budget/Monica Jenkins, monica.jenkins@ofm.wa.gov

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Budget

Fiscal Note Instructions for Legislative Users	Web only: http://www.ofm.wa.gov/budget/instructions/other/legislativefiscalnoteinstructions.pdf	Updated prior to every legislative session	N	Budget/Monica Jenkins, monica.jenkins@ofm.wa.gov
Voluntary Separation and Downshifting Incentive Program Guidelines	Web only: http://www.ofm.wa.gov/budget/info/vsp1315guidelines.pdf	Following enactment of biennial operating budget in which authorized	Biennial operating budget	Budget/Jane Sakson, jane.sakson@ofm.wa.gov
Governor's Proposed Budget, Agency Recommendation Summaries	Web only: http://www.ofm.wa.gov/budget13/recsum/default.asp	December of odd years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Governor's Proposed Budget, Agency Detail Budgets	Web only: http://www.ofm.wa.gov/budget13/detail/default.asp	December of odd years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Governor's Proposed Budget, Summary Tables	Web only: http://www.ofm.wa.gov/budget13/summary/default.asp	December of odd years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Governor's Proposed Budget, Capital Plan	Web only: http://www.ofm.wa.gov/budget13/capital/default.asp	December of odd years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Governor's Proposed Supplemental Budget	Web only: http://www.ofm.wa.gov/budget13supplemental/default.asp	December of odd years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Governor's Proposed Supplemental Budget, Agency Recommendation Summaries	Web only: http://www.ofm.wa.gov/budget14/recsum/default.asp	December of even years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Governor's Proposed Supplemental Capital Plan	Web only: http://www.ofm.wa.gov/budget14/capital/default.asp	December of even years	Y	Budget/Laurie Lien, laurie.lien@ofm.wa.gov
Predesign Manual for Capital Projects	Web only: http://www.ofm.wa.gov/budget/instructions/predesign/predesign.asp			Budget/Maurice Perigo, maurice.perigo@ofm.wa.gov

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Budget - Facilities Oversight

Six-Year Facilities Planning Instructions	Web only: http://www.ofm.wa.gov/budget/facilities/sixyearplan.asp	January/February of even years	N	Facilities Oversight/ Amy McMahan amy.mcmahan@ofm.wa.gov
Six-Year Facilities Plan	Web only: http://www.ofm.wa.gov/budget/facilities/sixyearplan.asp	January 1 of odd years	Y	Facilities Oversight/ Amy McMahan amy.mcmahan@ofm.wa.gov
Facilities Inventory System Instructions	Web: http://www.ofm.wa.gov/budget/facilities/fis.asp	June/July of even years	N	Facilities Oversight/ Amy McMahan amy.mcmahan@ofm.wa.gov
Facilities Inventory System Report	Web: http://www.ofm.wa.gov/budget/facilities/fis.asp	October 1 each year	Y	Facilities Oversight/ Amy McMahan amy.mcmahan@ofm.wa.gov

Communications

Budget and Policy Highlights	Web and print: http://www.ofm.wa.gov/budget09/highlights/default.asp	Every December		Ralph Thomas, ralph.thomas@ofm.wa.gov
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Executive Policy

Boards and Commissions Report	Web only: http://www.ofm.wa.gov/reports/boards/2013/2013_boards-commissions_report_intro.pdf	Odd years	Y	Policy/Mary Anderson Mary.anderson@gov.wa.gov
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Forecasting

Long-Term Economic & Labor Force Forecast	Web only: http://www.ofm.wa.gov/economy/longterm/2008/default.asp	Every May	Y	Forecasting, Rachel Hughes, rachel.hughes@ofm.wa.gov
WA State Employer-Sponsored Health Insurance	Web only: http://www.ofm.wa.gov/shpo/healthin/employerbaseins/empsponhealthins.pdf	May of odd years	N	Forecasting, Rachel Hughes, rachel.hughes@ofm.wa.gov
WA State Higher Education Trends & Highlights	Web only: http://www.ofm.wa.gov/hied/highlights/default.asp	Every February	N	Forecasting, Rachel Hughes rachel.hughes@ofm.wa.gov

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Forecasting

Washington Trends	Web only: http://www.ofm.wa.gov/trends/default.asp	Yearly	N	Forecasting, Rachel Hughes rachel.hughes@ofm.wa.gov
Higher Education Per-Student Funding Comparisons	Web only: http://www.ofm.wa.gov/hied/funding/default.asp	Every September	Y	Forecasting (ERDC), rachel.hughes@ofm.wa.gov
ERDC: Key Education Indicators: A Compendium	Web only: http://www.erd.wa.gov/	Every January	N	Forecasting (ERDC), rachel.hughes@ofm.wa.gov
Population Trends	Web and printed: http://www.ofm.wa.gov/pop/poptrends/default.asp	Every September	Y	Forecasting, Rachel Hughes rachel.hughes@ofm.wa.gov
Forecast of the State Population by Age and Sex	Web and printed: http://www.ofm.wa.gov/pop/stfc/default.asp	Every November	Y	Forecasting, Rachel Hughes rachel.hughes@ofm.wa.gov
Data Book	Web only: http://www.ofm.wa.gov/databook/default.asp	January of even years	N	Forecasting, Rachel Hughes rachel.hughes@ofm.wa.gov
WA State County Growth Management Population Projections	Web and printed: http://www.ofm.wa.gov/pop/gma/default.asp	Every five years – Fall/Oct. (next publication is 2012)	Y	Forecasting, Rachel Hughes rachel.hughes@ofm.wa.gov
Monthly Performance Measure Summaries by LPA	Web: http://www.workfirst.wa.gov/performance/measures.asp	Monthly	N	Carl Wolfhagen, carl.wolfhagen@ofm.wa.gov
Performance Chartbook	Web: http://www.workfirst.wa.gov/performance/measures.asp	Monthly	N	Carl Wolfhagen, carl.wolfhagen@ofm.wa.gov

State Human Resources

Collective Bargaining Agreements between the state and unions	Print and web: http://www.ofm.wa.gov/labor/agreements/default.asp		N	Diane Lutz, diane.lutz@ofm.wa.gov
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Statewide Accounting

Comprehensive Annual Financial Report	Print and web: http://www.ofm.wa.gov/cafr/default.asp	Every November	Y	Accounting/Pat Sanborn, pat.sanborn@ofm.wa.gov
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Statewide Accounting

State Administrative and Accounting Manual	Web: http://www.ofm.wa.gov/policy/default.asp	Continuous	Y	Accounting/Pat Sanborn, pat.sanborn@ofm.wa.gov and Anwar Wilson, Anwar.wilson@ofm.wa.gov
Single Audit Report	Web and CDs: http://www.ofm.wa.gov/singleaudit/default.asp	Every March	Y	Accounting/Sara Rupe Sara.rupe@ofm.wa.gov
Audit Resolution Report	Print and web: http://www.ofm.wa.gov/auditresolution/default.asp	Every December	Y	Accounting/ Sara Rupe Sara.rupe@ofm.wa.gov
Post Audit of SAO	Print and web: http://www.ofm.wa.gov/reports/audit/postauditreport.pdf	Every biennium when report is finished	Y	Accounting/Sandy McGough, sandy.mcgough@ofm.wa.gov
Performance Audit of Whistleblower Program	Print and web: http://www.ofm.wa.gov/reports/audit/whistleblower.pdf	Every biennium when report is finished	Y	Accounting/ Sandy McGough, sandy.mcgough@ofm.wa.gov
Fund Reference Manual	Web: http://www.ofm.wa.gov/fund/default.asp	Continuous	N	Accounting/Suzanne Coit, suzanne.coit@ofm.wa.gov and Pat Sanborn, pat.sanborn@ofm.wa.gov

Serve Washington

Annual Report	Print and web: http://www.ofm.wa.gov/serveva/reports/default.asp	Every June	N	ServeWA/ Mary Van Verst, mary.vanverst@ofm.wa.gov
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