

## OMB Approvals Matrix

Action	OMB delegation of authority to:	Commissioner may delegate approval	OMB Approval	Reference
<b>TRANSFERS</b>				
Operating Transfers touching Personal Services and/or Grants expenditure lines	Commissioner	Yes Administrative Services Director	Department Analyst	RP Manual p. 11
Transfers between Capital Allocations	Commissioner	Yes Administrative Services Director	Chief Budget Analyst	RP Manual p. 11
Transfers of Expenditures: Capital to Operating or Operating to Capital	Commissioner	Yes Administrative Services Director	Chief Budget Analyst	RP Manual p. 13
<b>Reimbursable Services Agreements</b>				
RSAs – unbudgeted = > \$100,000	Commissioner	Yes Department Authorized Staff	Department Analyst	RP Manual p. 26
RSAs – unbudgeted + Amendments = > \$100,000	Commissioner	Yes Department Authorized Staff	Department Analyst	RP Manual p. 26
<b>Positions</b>				
Create new full-time/ part-time and/or seasonal positions	Commissioner	No	OMB Director	RP Manual p. 15; Position Changes Matrix addendum
Reclassification resulting in more than a 2-range step	Commissioner	No	OMB Director	RP Manual p. 15; Position Changes Matrix addendum
Create Long-term positions	Commissioner	No	OMB Director	RP Manual p. 15; Position Changes Matrix addendum
Extend long or short term positions	Commissioner	No	OMB Director	RP Manual p. 15; Position Changes Matrix addendum
Change in time status	Commissioner	No	OMB Director	RP Manual p. 15; Position Changes Matrix addendum
Change in duty station location	Commissioner	No	OMB Director	RP Manual p. 15; Position Changes Matrix addendum
<b>RPLs</b>				
Revised Programs that require Legislative Audit and Budget approval	Commissioner	Yes Administrative Services Director	OMB Director	RP Manual p. 43