

ADMINISTRATIVE MANUAL

BROADCAST 017

November 03, 2016
PLEASE POST

Agency Heads
Bureau Heads
Human Resources Officers

Re: Administrative Policy Manual Update

AM-400-3: Indirect Cost Reimbursement for Federal Grants and Contracts has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-400-3.pdf>.

AM-401-1: Petty Cash Fund has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-401-1.pdf>.

AM-401-1-1: Establishing, Increasing, Decreasing, or Replenishing Petty Cash Funds has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/am-401-1-1.pdf>.

AM-406-1-1: Processing a Journal Entry has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-406-1-1.pdf>.

AM-410-1: Payment of Settlement and Judgments has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-410-01.pdf>.

AM-420-1 Calendar: The City of Baltimore's Budget Process has now been updated. The most updated policy is available on the BBMR web site: http://ca.baltimorecity.gov/am/files/AM-420-1_calendar.pdf.

AM-420-3: Operating Budget Preparation has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-420-3.pdf>.

AM-420-4: Operating Budget has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-420-4.pdf>.

AM-420-6: Capital Budget Preparation has now been updated. The most updated policy is available on the BBMR web site: <http://ca.baltimorecity.gov/am/files/AM-420-6.pdf>.

AM Website for the entire manual:
<http://bbmr.baltimorecity.gov/administrative-manual>

**Bureau of the Budget and Management Research,
Department of Finance**