



THE DIRECTOR

EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

June 21, 2005

CIRCULAR NO. A-11—Revised  
Transmittal Memorandum No. 79

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

SUBJECT: Preparing, Submitting, and Executing the Budget

OMB Circular No. A-11 provides guidance on preparing the FY 2007 Budget submission and includes instructions on budget execution.

The summary of changes highlights the changes made since last year. Most of the changes are technical revisions and clarifications, which are included in the summary of changes. However, there are a few more significant changes that should be noted.

The revision codifies the budget-neutrality guidance contained in OMB Memorandum M-05-13, Budget Discipline for Agency Administrative Actions. Consistent with this goal, this memorandum set forth procedures for restraining Federal spending growth that require all discretionary agency administrative actions that would increase mandatory spending to be offset.

The revision also includes a new requirement for agencies to submit certain types of leases and other non-routine financing proposals to OMB for review of the scoring impact; additional guidance to further strengthen the use of performance information in justifications and narrative descriptions; and a schedule of key dates for developing the FY 2007 Budget.

This Circular supersedes all previous versions.

A handwritten signature in black ink, appearing to read "J. Bolten", with a long horizontal stroke extending to the right.

Joshua B. Bolten  
Director

Attachment

