

The Supreme Court
State of Washington

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MEMORANDUM

TO: Justice Mary Fairhurst, Chair, JISC
Judge Charles Snyder, President, SCJA
Judge David Svaren, President, DMCJA
Judge Steven Dwyer, Presiding Chief Judge, Court of Appeals
Judge Jeff Ramsdell, Trial Court Operations
Judge Kevin Ringus, Member Chair, BJA
Mike Fenton, President, WAJCA
Jeff Amram, President, AWSCA
Patrick Palace, President, WSBA
Pat Escamilla, Co-Chair, CMC
Sonya Kraski, President, WSACC
Ryan Murrey, Acting Director, State CASA
Kay Newman, State Law Librarian
Jim Bamberger, Director, OCLA
Joanne Moore, Director, OPD
Reiko Callner, Executive Director, CJC
Kirsten Barron, Chair, Access to Justice Board

FROM: Barbara Madsen, Chief Justice 

DATE: February 10, 2014

RE: 2015-2017 Biennial Budget Development and Submittal

Although it seems impossible that the time has passed so quickly, development of the 2015-2017 biennial budget has begun.

The budget development process is basically unchanged from the last biennial budget cycle. The present process was developed by judicial branch leaders in fall 2011 and modified to include review and comment for requests that impact the Administrative Office of the Courts by the Board for Judicial Administration. This process provides an inclusive mechanism for the presentation, discussion, and resolution of budget issues and for the communication of budget request decisions to the state legislature.

Details of the budget development process may be found on the courts' webpage. Adherence to the established procedures and timeline is necessary to ensure that the process remains consistent and objective, ensuring that all requests forwarded to the legislature are sound and well vetted.

Although the economic climate is improving slowly, financial resources are limited and recovery of lost funding will likely be quite limited. It is our responsibility to carefully examine every request for additional and restoration funding. A number of measures, including the judicial branch policy objectives and the most recent economic and revenue forecast, will be used by the court in reviewing and prioritizing all requests presented. Accordingly, the policy objectives should be used as the framework supporting each budget request as it is prepared.

The Administrative Office of the Courts' Management Services Division will provide staff support for the development, submittal, and review of budget requests considered for inclusion in the court's budget proposal to the legislature. All preliminary budget requests that impact AOC are due **March 11, 2014**. All other preliminary budget requests are due no later than **April 11, 2014**. All final detailed decision packages are due on or before **July 6, 2014**. Please send all budget requests to Ramsey Radwan at ramsey.radwan@courts.wa.gov.

Information regarding presentations before the Supreme Court Budget Committee will be sent at a later date.

You will find contact information, templates, and detailed information at this Internet address: [2015-2017 Biennial Budget Development Information](#)

Thank you in advance for honoring the schedule and process. If you have questions, do not hesitate to contact me at (360) 357-2037 or call Ramsey Radwan at (360) 357-2406.

c: Supreme Court Budget Committee
Executive and Budget Committees, Court of Appeals
Callie Dietz, State Court Administrator
Narda Pierce, Supreme Court Commissioner
Ron Carpenter, Supreme Court Clerk
Ramsey Radwan, Director, Management Services Division