

The Supreme Court  
State of Washington

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TEMPLE OF JUSTICE  
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May 5, 2023

TO: Justice Barbara Madsen, Chair, JISC  
Judge Tam Bui, Member Chair, BJA  
Judge Samuel Chung, President, SCJA  
Judge Enrique Leo, President DMCJA  
Judge George Fearing, Presiding Chief Judge, Court of Appeals  
Judge Mary Logan, Chair BJA Budget and Funding Committee  
Judge Rebecca Robertson, Chair BJA Policy and Planning Committee  
Judge Michael Scott, Chair BJA Legislative Committee  
Judge Doug Fair, Assistant-Chair BJA Court Education Committee  
Judge Sean O'Donnell, Co-Chair BJA Court Security Funding Task Force  
Judge Rebecca Robertson, Co-Chair BJA Court Security Funding Task Force  
Tori Peterson, President, WAJCA  
Ashley Callan, President, AWSCA  
Dan Clark, President, WSBA  
Tammie Ownbey, President, WSACC  
Jim Bamberger, Director, OCLA  
Larry Jefferson Jr., Director, OPD  
Reiko Callner, Executive Director, CJC  
Terry Price, Chair, Access to Justice Board

FROM: Steven González, Chief Justice

RE: 2024 Supplemental Budget Development and Submittal

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It's time to begin the development of our branch's 2024 supplemental budget request. I appreciate that the legislature funded many of the critical items we requested this year, and hope that it will continue to consider our requests in the years to come. Adequate, long-term, stable funding is something that has been a priority of ours for biennia, and we will continue advocating for that.

Supplemental requests should be limited to technical corrections to the enacted budget or requests of critical and immediate concern. This is in contrast to biennial budget requests which focus on new programs, new priorities, or increased funding for existing programs.

A step-by-step calendar of the process as well as the decision package template and instructions are attached. Please refer to these instructions before requesting assistance on your proposal. For packages

that are intended to be included in the budget request from the Administrative Office of the Courts, submission to AOC should come from one of the following individuals:

- Board/Committee Chair
- Association President
- Agency Director
- AOC Division Director

The Supreme Court will consider a number of factors when deciding which decision packages to move forward to the legislature. These factors include priorities set by the BFC, recommendations made by the BJA and JISC, the current and future economic environment, constitutional and statutory requirements, and other factors.

Budget requests concerning the Supreme Court, Court of Appeals, Office of Public Defense, and Office of Civil Legal Aid will be processed as they have in the past, with each entity approving their own request for inclusion in the branch submission.

Timelines are shorter than they appear, given all of our busy schedules. Adherence to the attached 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.

The AOC Management Services Division will provide support for the development and submittal of the supplemental budget request. All proposed decision packages (with completed template) are due by June 23. Please submit them to Christopher Stanley at [Christopher.Stanley@courts.wa.gov](mailto:Christopher.Stanley@courts.wa.gov).

The budget development schedule, the template to complete, as well as the instructions for completion can be found [by clicking this link](#).

Thank you all for your continued dedication to justice and the residents of Washington. If you have questions, please feel free to contact me at (360) 357-2029 or call Christopher Stanley at (360) 357-2406.

cc: Justices of the Supreme Court  
Executive Committee, Court of Appeals  
Dawn Marie Rubio, State Court Administrator  
Christopher Stanley, Chief Financial and Management Officer  
Erin Lennon, Supreme Court Clerk  
Michael Johnston, Supreme Court Commissioner  
Sam Thompson, Reporter of Decisions  
Rob Mead, State Law Librarian