

The Supreme Court
State of Washington

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MEMORANDUM

TO: President Judge Vickie I. Churchill, SCJA
President Judge Stephen R. Shelton, DMCJA
Chair Justice Mary Fairhurst, JISC
President Michael Merringer, WAJCA
Kelly Stockman Reid, State CASA
President Kathy A. Martin, WSACC
President Stanley A. Bastian, WSBA
Co-Chair Paula Holter-Mehren, CMC
President Paul Sherfey, AWSCA
Co-Chair Judge Deborah Fleck, JIJ Implementation Committee
Jim Bamberger, Director Office of Civil Legal Aid
Joanne Moore, Director Office of Public Defense
Reiko Callner, Executive Director Commission on Judicial Conduct
Washington State Access to Justice Board

FROM: Chief Justice Gerry L. Alexander *gla*

DATE: March 17, 2008

RE: 2009-2011 Biennial Budget Development and Submission Instructions

In December 2007, the Supreme Court adopted a judicial branch budget development and submittal schedule for the 2009-2011 biennial budget. The attached instructions provide an overview of the need for a consistent and objective process, detailed development and submittal instructions and other useful information. Although the approved schedule is aggressive, meeting the submittal dates will provide ample time for interactive discussion and promotion of the budget request prior to the 2009 legislative session.

The instructions also include the draft judicial branch policy objectives. The draft objectives should be used as the framework supporting each individual budget request. The objectives will be one of the primary tools that the court will use to review and prioritize budget requests.

The Administrative Office of the Courts Management Services Division will provide staff support for the development, submittal, and review of budget requests submitted for inclusion in the court's budget proposal to the legislature. Contact information is included in the instructions.

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The 2009-2011 biennial budget instructions can be found at:
http://www.courts.wa.gov/appellate_trial_courts/aocwho/?fa=atc_aocwho.display&fileID=msd

Thank you in advance for honoring the schedule and process. If you have any questions, do not hesitate to give me a call at (360) 357-2029 or Ramsey Radwan at (360) 357-2406.

cc: Mr. Jeff Hall
Mr. Ramsey Radwan