

Deficit Notifications—Appropriated* (Ledger 1) Entities Only:

Deficit notifications are generated at the end of each quarter, and with increasing frequency as the year draws to a close. These notices are intended as a “warning” system for financial managers and senior leadership for orgs and accounts where expenses and encumbrances exceed budget authority.

Financial managers are encouraged to fill out budget transfers by clicking the [link](#).

Important: Budget transfers to cover deficits should be sufficient to cover both **current and forecasted** deficit balances.

*Note: In FY15, Budget Office will be working with Business Office to expand deficit notifications to all ledgers.