



# Judicial Council of California

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## Subject Details (With Text)

Meeting materials  
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<b>File #:</b>	19-161	<b>Version:</b>	1
<b>Type:</b>	Budget Proposal	<b>Status:</b>	Passed
<b>File created:</b>	7/15/2019	<b>In control:</b>	Judicial Council
<b>On agenda:</b>	9/24/2019	<b>Final action:</b>	9/24/2019
<b>Title:</b>	Trial Court Budget   Trial Court Financial Policies and Procedures Manual Encumbrance Guidelines (Action Required)		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. 20190924-19-161		

Date	Ver.	Action By	Action	Result
9/24/2019	1	Judicial Council	approved	Pass

### Title

**Trial Court Budget | *Trial Court Financial Policies and Procedures Manual* Encumbrance Guidelines (Action Required)**

### Summary

Judicial Council staff recommends adoption of newly revised encumbrance guidelines into the *Trial Court Financial Policies and Procedures Manual* (TCFPPM), 10th edition. The manual was last updated in June 2019. The TCFPPM requires substantive revisions to correct inconsistencies between the TCFPPM and an encumbrance policy recommended by the Trial Court Budget Advisory Committee and adopted by the Judicial Council in June 2014.

### Recommendation

Judicial Council staff recommend that the Judicial Council, effective September 24, 2019, adopt the revised 10th edition of the *Trial Court Financial Policies and Procedures Manual*, which:

1. Corrects inconsistencies between the TCFPPM and encumbrance guidelines recommended by the TCBAC and adopted by the Judicial Council in June 2014; and
2. Incorporates Finance Memo supersession language.