

**STATUTORY BACKGROUND FOR DISBURSMENTS BY
COMMISSIONER OF FINANCE AND MANAGEMENT**

§ 401. ACCOUNTS

(a) The Commissioner of Finance and Management shall keep fair and accurate accounts of moneys received and disbursed so as to show the proceeds of the several branches of revenue and the expenses of each department of the government.

(b) The Treasurer shall keep an accurate account in books of account of all monies received by the State from whatever source and of all moneys withdrawn from the Treasury of the State upon warrants issued by the Commissioner of Finance and Management.

(c) In recording revenues of the General Fund as set forth in section 435 of this title, and revenues of the Transportation Fund as set forth in 19 V.S.A. § 11, the Commissioner of Finance and Management shall as of June 30 each year maintain accounting records in accordance with Generally Accepted Accounting Principles that ensure consistency with each preceding fiscal year.

§ 461. DISBURSEMENTS ON COMMISSIONER'S WARRANTS

The Treasurer shall not disburse monies from the State Treasury except upon warrants, issued by the Commissioner of Finance and Management unless otherwise provided.

§ 462. APPROPRIATION REQUIRED

(a) Except in the case of funds held by the State in trust, rebates payable to the United States Treasury Department in accordance with the provisions of section 476 of this title, or unless otherwise specified by statute no moneys shall be paid out of the Treasury of the State except upon specific appropriation. The Commissioner of Finance and Management shall not issue his or her warrant except as authorized under the provisions of this section. Such warrant shall be the certificate of the Commissioner of Finance and Management that the account covered by the same is approved for payment by the State Treasurer.

(b) All expenditures from enterprise and internal service funds, except those directly resulting from a client-driven demand for products or services, shall be made pursuant to an appropriation. Based on the needs of the programs, the Commissioner of Finance and Management may change authorized spending limits during the course of the year, and may anticipate receipts for enterprise and internal service funds.

§ 463. ITEMIZED BILLS WITH VOUCHERS REQUIRED

The Commissioner of Finance and Management shall require all bills presented to him or her for allowance to be fully itemized and accompanied, as far as possible, with vouchers.

§ 464. ITEMIZED STATEMENTS AND RECEIPTS REQUIRED

When required by the Commissioner of Finance and Management and before payment therefor is made by the State, all claimants for compensation for services rendered or expense incurred for the State shall furnish the Commissioner of Finance and Management itemized statements in such form as the Commissioner of Finance and Management may from time to time prescribe and shall be verified by written declarations or, if specifically authorized by the Commissioner of Finance and Management, by electronic signature as defined at 9 V.S.A. § 271(9) that they are made under the pains and penalties of perjury, and a person who willfully makes a false statement shall be guilty of perjury and be punished accordingly.

§ 465. ONLY LAWFUL CLAIMS ALLOWED; WARRANTS

The Commissioner of Finance and Management shall allow only a valid and legal claim except as otherwise specifically directed. He or she shall issue his or her warrant conformably hereto, and no other officer shall issue a warrant on the State Treasurer.