

State of Vermont
Agency of Administration
Department of Finance & Management
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Adam Greshin, Commissioner

TO: Executive Branch Financial Directors
FROM: Adam Greshin
DATE: April 9, 2026
RE: **FY 2026 Pay Act Distributions**

The Secretary of Administration is preparing to distribute FY 2026 Executive Branch General Fund (GF) and Transportation Fund (TF) Pay Act funds in accordance with 2024 Act 113 Sec. G.109(a)(2)(A) and Sec. G.109(a)(2)(B).

On behalf of the Secretary's office, Finance & Management invites departments to submit their calculated GF and TF Pay Act requests. The Pay Act request should reflect the department's actual net financial need, considering available funds and actual expenses, along with the calculation of increased salary and benefits costs. For example, factors such as the availability of funds carried forward from the prior fiscal year, savings on budgeted items like travel-related expenses, or unbudgeted vacancy savings, may be relevant to the calculation of the Pay Act request. Additionally, appropriation balances that were carried forward from FY 2025 and approved by the Secretary of Administration to be applied to FY 2026 Pay Act needs should be reflected in the request.

Finance and Management will review the requests and conduct its own analyses to confirm funding needs. Based on these analyses and the total funds available, the amount of Pay Act spending authority distributed may vary from departments' requests.

Please complete the attached form with your Department's calculation of General Fund and/or Transportation Fund need for Pay Act in FY 2026. Detail is requested by appropriation deptID. Please submit requests to your budget analyst by the close of business on Friday, April 17, 2026.

Please contact your budget analyst with any questions regarding this information.

