

SECTION 35 -- ESTIMATING COLLECTIONS AND OUTLAYS

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35.1 Collections.

Make your estimates of collections consistent with economic assumptions provided by OMB. Include amounts to be received under proposed legislation, separately identified, as well as under existing legislation. Base your estimates of collections resulting from charges for government services and property on the policies included in OMB Circulars No. A-25, A-45, and A-130, as applicable.

For *offsetting and governmental receipts*, report amounts that include all collections credited to your receipt accounts and exclude collections credited to receipt accounts of other agencies (except amounts credited to certain Treasury Department accounts, as explained in section 58.1). Report receipts on the basis of collections credited to receipt accounts during the year, plus or minus adjustments. For indefinite appropriations of receipts, be sure that the budget authority estimate equals the amount of estimated collections, except where amounts are precluded from obligation by provisions of law, such as a limitation on obligations or a benefit formula.

Report amounts for investment receipt accounts in accordance with the instructions in section 20.12. Report earned discounts, sales premiums, and purchase premiums to the interest receipt account (usually, suffix .20).

35.2 Outlays.

You have primary responsibility for accurate outlay estimation. Take full account of time lags between the incurring of obligations and the receipt of, and payment for, goods and services. Take into consideration the viability of obligations (that is, the likelihood that unliquidated obligations will have to be paid) and make realistic estimates of outlays. Outlays are directly involved in determining the size of the surplus or deficit and thus in determining overall budget policy. Further, outlay estimation has taken on increasing importance under the Budget Enforcement Act. Outlay estimates should represent the best estimate for a given level of program activity.

Your methods for estimating outlays should be consistent with the policies and guidance contained in OMB Circular No. A-34.

35.3 Consistency in spendout rates and outlays from prior year balances.

Spendout rates (i.e., the amount of outlays from new budgetary resources made available in that year compared to the amount of such new budgetary resources, expressed as a percentage) for presidential policy and baseline estimates should be generally consistent for each budget account. Outlays from prior year balances for

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presidential policy and baseline estimates should be the same, except where policy proposals restrict or accelerate spending from balances.

If spendout rates differ between presidential policy and baseline estimates (e.g., due to a shift in programs within an account), be prepared to explain the differences.