

**Sam Houston State University**  
**A Member of The Texas State University System**

**Finance & Operations Policy FO-25**  
**Legislative Appropriations Request**

Requests for Biennium Appropriations shall be prepared and submitted to the Board of Regents for approval at the August meeting which precedes the convening of the Legislature the following January.

Reviewed by: Dana Gibson - Vice President for Finance & Operations  
and Randall Powell – Associate Vice President for Budget and Operations - 3/15/2010

Next review: 3/15/2011