



The Florida House of Representatives

Office of the Speaker

MEMORANDUM

To: Members of the Florida House of Representatives
From: Jose R. Oliva, Speaker
Date: November 27, 2018
Re: 2019-2020 Appropriations Project Requests

As we develop the Fiscal Year 2019-2020 state budget, it is important that we have complete information for any issues considered for an appropriation. We will continue using the same Appropriations Project Request (APR) process that has been in place the past two years for submission of your project requests.

Training will be available for staff who are new to the process as well as for those needing a refresher course. There are no major changes to the APR process for Fiscal Year 2019-2020. Each of you may access the APR request menu through your personal LEAGIS dashboard.

Key dates for the Appropriations Project Request process are as follows:

Event/Action	Key Date:
Member APR System open for input:	December 3, 2018
Training on the APR process:	December 17, 2018
Submission deadline for APR draft bill requests*:	February 5, 2019, 5:00 p.m.
Filing deadline for AP Bills by Members*:	March 5, 2019, NOON

**Note: It is important to remember that a request not submitted by the February 5, 2019 deadline will not be available to file as an Appropriations Project (AP) Bill and an AP Bill not filed by the March 5, 2019 deadline will not be eligible for inclusion in the House Budget.*

Instructions for member submission of Appropriations Project Requests will be posted on the [Office of Professional Development](#) training website in conjunction with its December 17 training on the APR process. In addition, please refer to the house website (below) for additional information regarding the APR process.

[House Website – Appropriations Project Bills](#)

If you have further questions, please contact the House Appropriations Committee, or the appropriate subcommittee, for assistance at (850) 717-4810.