



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF NATIONAL DRUG CONTROL POLICY
Washington, D.C. 20503

ONDCP Circular: Budget Formulation

September 9, 2021

TO: THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

FROM: REGINA M. LABELLE, ACTING DIRECTOR

SUBJECT: BUDGET FORMULATION

1. **Purpose.** This circular provides instructions for use by National Drug Control Program agencies when preparing drug control budgets to be submitted to the Office of National Drug Control Policy (ONDCP) for review, certification, and inclusion in the consolidated National Drug Control Budget.
2. **Rescission.** This circular rescinds and replaces the ONDCP Circular, *Budget Formulation*, dated October 22, 2019.
3. **Authority.** *The Substance Use-Disorder Prevention that Promotes Opioid Recovery and Treatment (SUPPORT) for Patients and Communities Act of 2018* (P.L. 115-271, dated October 24, 2018) provides the authority for ONDCP's oversight of the National Drug Control Program. In relevant part, this law has been codified at 21 U.S.C. §§1701 *et seq.*
4. **Definitions.** As used in this circular, –
 - a. **National Drug Control Program** means, pursuant to 21 U.S.C. § 1701(10), “ programs, policies, and activities undertaken by National Drug Control Program agencies pursuant to the responsibilities of such agencies under the National Drug Control Strategy, including any activities involving supply reduction, demand reduction, or State, local, and tribal affairs.”
 - b. **National Drug Control Program agency** (hereinafter also referred to as agency) means any agency designated by the ONDCP Director as meeting the definition pursuant to 21 U.S.C. § 1701(11), as “any agency (or bureau, office, independent agency, board, division, commission, subdivision, unit, or other component thereof) that is responsible for implementing any aspect of the National Drug Control Strategy, including any agency that receives Federal funds to implement any aspect of the National Drug Control Strategy, but does not include any agency that receives funds for drug control activity solely under the National Intelligence Program or the Joint Military Intelligence Program.”

- c. **Bureau** means any component of an agency.
 - d. **National Drug Control Budget** means funding reported in the *National Drug Control Strategy: Budget and Performance Summary*.
 - e. **Drug Control Functions** are the twelve specific program areas that encompass the drug control activities. A complete list of drug control functions, as well as the associated definitions of these functions, is presented at Attachment A.
 - f. **Budget Decision Units** correspond to discrete program categories that are identifiable components of budget accounts enumerated in the Budget of the President.
 - g. **Program-Level** means a specific activity or project as listed in the program and financing schedules of the annual budget of the United States Government (31 U.S.C. § 1115(h)(11)). This definition is consistent with OMB Circular No. A-11 (2019) Section 210.11 for the purpose of implementing program reporting required by the Federal Program Inventory.
 - h. **Drug Methodology** means the algorithm used by an agency or bureau to report the drug-related funding levels for programs, policies, and activities that support the National Drug Control Program by drug control function and budget decision unit.
5. **Coverage.** The provisions of this circular apply to all Executive Branch National Drug Control Program agencies, as defined in Section 4.b., and their bureaus.
- a. **List of National Drug Control Program Agencies:** The agencies and bureaus that contribute to the National Drug Control Program are listed in the National Drug Control Program Agencies appendix of the most recently published *National Drug Control Strategy: Budget Summary*.
 - b. **Non-Executive Branch Agencies:** Non-Executive Branch agencies or bureaus included in the National Drug Control Budget, as a courtesy, only report information under ONDCP Circular: Budget Formulation, Section 12.
 - c. **Classified Programs/Activities:** Agencies or bureaus reporting drug control funding in classified programs/activities are required to adhere to all reporting requirements and ensure proper handling of classified information.
6. **Structure of the National Drug Control Budget.** All agencies or bureaus designated as National Drug Control Program agencies under Section 4.b. are included in the National Drug Control Budget.
- d. **Account Structure:** The drug budget is defined by the account structure presented in the National Drug Control Program Agencies appendix of the most recently published *National Drug Control Strategy: Budget Summary*. For each agency/bureau, the drug control budget is defined by an established drug methodology (See Section 7) that allows the agency/bureau to present drug control funding by budget decision unit, program-level, and drug control function.

- e. **Amendments to Account Structure:** Any covered agency/bureau wishing to change its reporting structure by budget decision unit, program-level detail, or function from the structure presented in the most recently published *National Drug Control Strategy: Budget Summary*, National Drug Control Program Agencies must submit for ONDCP approval the proposed modification in the structure to the ONDCP Performance Budget Coordinator, along with a justification for the proposed change. Justifications must include the rationale for the proposed change, a description of the methodology for calculating drug control funding levels under the proposed structure, and a description of the impact on the agency/bureau's contributions to meeting the goals and objectives of the *National Drug Control Strategy*.
7. **Methodology Development and Approval.** ONDCP collaborates with National Drug Control Program agencies to develop drug methodologies. An acceptable methodology must provide a reasonable basis for consistent estimation, and the funding levels that are derived through the application of this methodology must reasonably and fairly quantify the agency's financial commitment to drug control activities. Reporting entities may use any of a variety of reasonably described methods that are based solely on empirical data (such as workload data, grants data, or other statistical data) to estimate the drug-related portion of their programs. A drug methodology is initially established when approved by ONDCP. Once initially established, any material modification to a drug methodology must be submitted to ONDCP for review and approval before it can be implemented.
8. **Funding Guidance.** ONDCP will issue funding guidance by July 1 each year, pursuant to 21 U.S.C. § 1703(b)(8). This guidance provides drug control budget recommendations, including specific initiatives, that are consistent with the priorities of the President under the *National Drug Control Strategy* and apply to the budget year and the four subsequent fiscal years. Until updated guidance is issued, prior guidance issued under 21 U.S.C. § 1703(b)(8) remains in effect for agency and bureau budget formulation purposes.
9. **Summer Drug Budget Submission and Review.** In accordance with 21 U.S.C. § 1703(c)(1)(A), bureau heads shall transmit their drug control budget proposals to ONDCP at the same time their budget requests are sent to their respective agency heads. For agencies or bureaus covered by this circular, a budget proposal is considered to be any budget formulation data submitted by the bureau to its Department where the Department may exercise its authority to make modifications to the funding level in the bureau submission prior to the budget request being submitted by the Department to the Office of Management and Budget in the preparation of the budget of the President submitted to Congress under section 1105(a) of Title 31.
- a. Summer Drug Budget submissions shall include the following components:
 - (1) **Transmittal:** A letter or email (transmittal) shall be included to transmit each drug control budget submission, to the ONDCP Performance Budget Coordinator. The transmittal shall summarize the budget request, including major changes to base funding, key funding initiatives, as well as identify any modifications to the account structure. For agencies with no bureaus that transmit budget data covered by this

Section, a letter shall be transmitted to the Director no later than July 15 notifying ONDCP that the agency budget formulation process does not include the submission of any budget proposal, budget formulation data, or other pre-decisional budget information to the agency for review or adjudication prior to the development of the OMB-level, fall budget submission.

- (2) **Resource Summary Table:** Each submission shall include a Resource Summary Table. Attachment B provides an example of a resource summary table highlighting budget authority (net of offsetting collections) by budget decision unit and drug control function. Transfers and reimbursements from the Organized Crime Drug Enforcement Task Forces Program and the High Intensity Drug Trafficking Areas Program shall not be included in the agency's or bureau's total budget authority but shall be shown as separate line entries. The funding data in this exhibit, presented by budget decision unit and function, shall be consistent with the methodology approved by ONDCP.
 - (3) **Support for Drug Control Funding Priorities:** Each budget submission shall include an exhibit that details each priority identified in the ONDCP's funding guidance letter, including enclosures, and explains, with specificity by program, project, or activity, how the agency/bureau budget request supports the funding priority. A template for identifying how budget requests align to ONDCP funding priorities is provided at Attachment C. For each priority, if a program, project, or activity supporting that priority includes change in funding that exceeds base level funding adjustments, the agency shall detail and justify the proposed funding change in the exhibit.
 - (4) **Copy of Budget Submission:** Each summer budget submission to ONDCP shall include a copy of the relevant sections of the bureau head's budget proposal that was transmitted to the Department. Relevant sections of the budget are those components that justify spending for budget decision units related to drug control. As an alternative to extracting this information from these budget documents, agencies and bureaus may provide ONDCP with a copy of their entire bureau-level submission to the Department.
- b. **Review of Summer Drug Budget Submissions.** The Director of National Drug Control Policy will review agency/bureau summer drug control budget submissions to determine if they are adequate to implement the *Strategy*. Requests will be evaluated on the basis of how closely proposed funding corresponds to priorities identified by ONDCP pursuant to 21 U.S.C. § 1703(b)(8). (See Section 8 of this circular.) This review and evaluation will result in one of the following actions:
- (1) **Adequate Requests** – The Director will issue a written notice to the agency head, with a copy to the relevant bureau heads, confirming the adequacy of the agency's/bureau's budget request to implement the *Strategy* (21 U.S.C. § 1703(c)(3)(B)(ii)); or

- (2) **Inadequate Requests** – The Director will issue a written notice to the agency head with a copy to the bureau head, that the bureau’s budget request is not adequate in whole or in part to implement the objectives of the *Strategy*. This correspondence will include a written description of funding levels and specific initiatives that would, in the determination of the Director, make the request adequate to implement those objectives. (21 U.S.C. § 1703(c)(3)(B)(i)). A bureau whose budget was determined to be inadequate under this provision shall include the funding levels and initiatives described by the Director in the budget submission for that agency to the Office of Management and Budget.

10. **Fall Drug Budget Submission and Certification.** A submission described in this section is required from each National Drug Control Program agency at the same time as any budget request is submitted by the agency to the Office of Management and Budget in the preparation of the budget of the President to be submitted to Congress under section 1105(a) of Title 31 (21 U.S.C. § 1703(c)(3)(E)(i)).

- a. **Submission of Fall Drug Budgets.** Fall Drug Budget submissions shall include the following components:
 - (1) **Transmittal:** A letter or email (transmittal) shall be included to transmit each drug control budget submission to the ONDCP Performance Budget Coordinator. The transmittal shall summarize the budget request, including major changes to base funding, key funding initiatives, as well as identify any modifications to the account structure. In addition, if the ONDCP Director issued a written notice under Section 9.b.(2) that the bureau’s summer budget request was not adequate to implement the Strategy, the transmittal letter shall describe the modifications made to funding levels and specific initiatives to make the request adequate and meet the requirements of 21 U.S.C. § 1703(c)(3)(D).
 - (2) **Resource Summary Table:** Each submission shall include a Resource Summary Table. Attachment B provides an example of a resource summary table highlighting budget authority (net of offsetting collections) by budget decision unit and drug control function. Transfers and reimbursements from the Organized Crime Drug Enforcement Task Forces Program and the High Intensity Drug Trafficking Areas Program shall not be included in the agency’s or bureau’s total budget authority but shall be shown as separate line entries. The funding data in this exhibit, presented by budget decision unit and function, shall be consistent with the methodology approved by ONDCP.
 - (3) **Program-Level Funding Table:** Each submission shall also include a Program-Level Funding Table (21 U.S.C. § 1702(1)(4)). A template for reporting program-level funding is provided at Attachment D. Agencies or bureaus shall present budget authority (net of offsetting collections) by budget decision unit and program. Section 4.g. of this circular provides a definition of program-level for reporting this data.

(4) **Support for Drug Control Funding Priorities:** Each budget submission shall include an exhibit that details each priority identified in the ONDCP’s funding guidance letter, including enclosures, and explains, with specificity by program, project, or activity, how the agency/bureau budget request supports the funding priority. A template for identifying how budget requests align to ONDCP funding priorities is provided at Attachment C. For each priority, if a program, project, or activity supporting that priority includes change in funding that exceeds base level funding adjustments, the agency/bureau shall detail and justify the proposed funding change in the exhibit.

(5) **Impact Statement (Applicable only when an agency/bureau summer submission was determined to be inadequate to implement the *Strategy*):** The head of a National Drug Control Program agency that has altered its budget submission under Section 9.b.(2) of this circular shall include an impact statement as an appendix to the budget submission for that agency to the Office of Management and Budget. This impact statement shall summarize the changes made to the agency’s budget submission to include the funding levels and initiatives described by the Director and the effect of those changes on the ability of that agency to perform its other responsibilities, including any impact on specific missions or programs of the agency (21 U.S.C. § 1703(c)(3)(D)(ii)). A copy of the impact statement shall also be provided to ONDCP as part of the fall budget submission.

(6) **Copy of Budget Submission:** Each fall budget submission to ONDCP shall include a copy of the relevant sections of the agency/bureau head’s budget proposal that was transmitted to the Department. Relevant sections of the budget are those components that justify spending for budget decision units related to drug control. As an alternative to extracting this information from these budget documents, agencies and bureaus may provide ONDCP with a copy of their entire bureau-level submission to the Department.

b. **Certification of Fall Budget Submissions.** Fall budget requests will be evaluated on the basis of how closely proposed funding corresponds to priorities identified by ONDCP pursuant to 21 U.S.C. § 1703(b)(8). (See Section 8 of this circular.) This review and evaluation (21 U.S.C. § 1703(c)(3)(E)(ii)) will result in one of the following actions:

(1) **Adequate Requests: Certification** – The Director will issue a written notice to the agency head certifying the fall budget submission includes sufficient funding to implement the *Strategy*; or

(2) **Inadequate Requests: Decertification** – The Director will issue a written notice to the agency head that their fall budget submission is not adequate to implement the *Strategy* and is decertified.

11. **Congressional Budget Justification Documents.** All National Drug Control Program agencies shall provide ONDCP with the sections of their Congressional budget justification

documents that relate to drug control for review and approval prior to transmitting them to Congress.

12. **Preparation of the annual *Budget Summary*.** In the fall, ONDCP will issue separate guidance for the preparation of the *National Drug Control Strategy: Budget Summary (Summary)*. The *Summary* guidance will specify format requirements for this document, which, at a minimum, will include detail by function and budget decision unit at the same level of detail as presented in Attachment B. The resource summary data displayed in the *Summary* shall include final budget authority enacted in the prior year, current year enacted budget authority, and requested budget authority for the budget year under formulation.
13. **ONDCP Point of Contact.** Agencies and bureaus shall provide their drug control budget submissions to the Performance Budget Coordinator at performancebudgetcoordinator@ondcp.eop.gov.

ATTACHMENT A: DEFINITION OF DRUG CONTROL BUDGET FUNCTIONS

FUNCTION	DESCRIPTION
Corrections	<p>Activities conducted by a National Drug Control Program Agency that are associated with the incarceration and/or monitoring of drug-related offenders, including Federal assistance for community corrections, such as those related to probation and parole.</p> <p>Funding for efforts under this function is aggregated under Supply Reduction in support of Domestic Law Enforcement.</p>
Harm Reduction	<p>Activities conducted by a National Drug Control Agency that are supporting evidence-based harm reduction efforts including Syringe Services Programs (SSPs), examining availability of the lifesaving overdose antidote naloxone, and promoting research on emerging harm reduction practices, including:</p> <ul style="list-style-type: none"> • Integrating and building linkages between funding streams to support SSPs; • Exploring opportunities to lift barriers to federal funding for SSPs; • Identifying state laws that limit access to SSPs, naloxone, and other services including states that classify syringes and drug test strips (DTS) as drug paraphernalia; • Developing and evaluating the impact of educational materials featuring evidence-based harm reduction approaches that link people who use drugs with harm reduction, treatment, recovery support, health and social services through a diverse range of community members, including first responders, and training law enforcement officials in evidence-based approaches that address overdose and provide police-assisted recovery; • Examining naloxone availability in counties with high rates of overdose and identifying opportunities to expand access in targeted areas among pharmacies, clinicians, peer support workers, family and community members, and people who use drugs; • Amplifying best practices for DTS services, standards for DTS kits, and use of DTS as a means of engagement in health care systems; and • Supporting research on the clinical effectiveness of emerging harm reduction practices in real world settings and testing strategies to best implement these evidence-based practices. <p>Funding for efforts under this function are aggregated under Prevention.</p>

FUNCTION	DESCRIPTION
Intelligence	<p>Activities that cross-cut several functions, conducted by a National Drug Control Program Agency to provide strategic drug-related intelligence support, including:</p> <ul style="list-style-type: none"> • collection, analysis, and dissemination of drug-related information regarding structure, membership, finances, communications, and activities of drug trafficking organizations; • identification of drug-related threats; • facilitating and enhancing the sharing of domestic and foreign intelligence information among National Drug Control Program Agencies, relating to the production and trafficking of drugs in the United States and foreign countries; • analysis of the willingness and ability of partner nation governments to carry out effective drug control programs; • efforts among Federal, State, local and tribal law enforcement initiatives to gather, analyze, and disseminate information and law enforcement intelligence among domestic law enforcement agencies; and, • all other activities that provide intelligence and other information for use by national policy makers, strategic planners, and local law enforcement. <p>Funding for efforts under the Intelligence function is aggregated under Supply Reduction. Amounts allocated for interdiction, international, and domestic law enforcement should be separately identified.</p>
Interdiction	<p>Activities conducted by a National Drug Control Program Agency to reduce availability of illegal drugs in the United States or abroad, by targeting the transportation link. Interdiction efforts, which encompass intercepting and ultimately disrupting shipments of illegal drugs and their precursors, as well as the proceeds, include:</p> <ul style="list-style-type: none"> • air and maritime seizures, and presence to deter access to routes; • accurate assessment and monitoring of interdiction programs; • enhancement of drug source nations' ability to interdict drugs; • efforts along the nation's borders, interdicting the flow of drugs, weapons, and bulk currency; and, • all other air and maritime activities that promote efforts to disrupt illegal drug trafficking operations. <p>Funding for efforts under this function is aggregated under Supply Reduction.</p>

FUNCTION	DESCRIPTION
International	<p>Activities conducted by a National Drug Control Program Agency, primarily focused on areas outside of the United States, to reduce illegal drug availability in the United States or abroad, such as:</p> <ul style="list-style-type: none"> • drug law enforcement efforts outside the United States; • source country programs to assist our international partners in managing the consequences of drug production; trafficking; consumption in their own societies, including the training and equipping of security forces; raise awareness of science-based practices and programs aimed at prevent, treat and enable recovery from substance use disorders; and support of economic development programs to reduce the production or trafficking of illicit drugs and build resilient societies; • assessment and monitoring of international drug production programs and policies; • coordination and promotion of compliance with international treaties relating to the eradication of illegal drugs; • coordination and promotion of compliance with international treaties relating to the production and transportation of illegal drugs; • promotion of involvement of other nations in international law enforcement programs and policies to reduce supply of drugs; and, • all other overseas drug law enforcement efforts to disrupt the flow of illicit drugs into the United States. <p>Funding for efforts under this function is aggregated under Supply Reduction.</p>

FUNCTION	DESCRIPTION
Investigations	<p>Activities conducted by a National Drug Control Program Agency to develop a prosecutable case against individuals and organizations responsible for the production and distribution of illegal drugs, including:</p> <ul style="list-style-type: none"> • identify profits and assets from drug-related criminal enterprises in order to seize them; • identify leaders and hierarchy of illegal drug and other criminal organizations; • gather information of drug-related criminal activity; • arrest those involved in drug-related criminal activity; • ensure that legitimate controlled substances are handled, manufactured, and distributed in accordance with Federal laws and regulations; and, • all other drug law investigative efforts to identify, disrupt, and dismantle drug smuggling in the United States. <p>Funding for efforts under this function is aggregated under Supply Reduction in support of Domestic Law Enforcement.</p>
Prevention	<p>Activities conducted by a National Drug Control Program Agency, other than enforcement activities, to discourage the use of controlled substances, while encouraging community outreach efforts focused on getting those who have begun to use illicit drugs to cease their use, including:</p> <ul style="list-style-type: none"> • education efforts, including youth mentoring programs and other programs proven to reduce the risk factors related to drug use; • drug-free workplace programs; • drug testing in various settings, including athletic activities, schools and the workplace; and, • all other programs (including family-based treatment) to prevent substance misuse and its consequences. <p>Funding for efforts under this function is aggregated under Demand Reduction.</p>

FUNCTION	DESCRIPTION
Prosecution	<p>Activities conducted by a National Drug Control Program Agency to take legal action to enforce Federal drug laws and regulations to:</p> <ul style="list-style-type: none"> • bring civil or criminal judgment against members of drug trafficking and money laundering organizations; • forfeit their assets; • divest leaders of their power; • extradite, deport, and exclude their members; and • all other efforts to prosecute drug traffickers and violators of other drug-related offenses. <p>Funding for efforts under this function is aggregated under Supply Reduction in support of Domestic Law Enforcement.</p>
Recovery	<p>Activities that support the provision of non-medical services—simultaneous with or following substance use disorder treatment—that support, augment, or encourage the process of change through which individuals improve their health and wellness by addressing substance use disorder, live a self-directed life, and strive to reach their full potential, including:</p> <ul style="list-style-type: none"> • recovery support; • relapse prevention; • re-entry support for ex-offenders that includes but is not limited to: housing, education, employment and substance and mental health abuse treatment. <p>Funding for efforts under this function are aggregated under Demand Reduction in support of Treatment.</p>

FUNCTION	DESCRIPTION
<p>Research & Development</p>	<p>Activities supporting the development of new knowledge or the development of innovative or improved approaches to enhance the capacity, efficiency, or quality of drug control efforts, including:</p> <ul style="list-style-type: none"> • Prevention; • Treatment; • Interdiction; • International; and, • Domestic Law Enforcement <p>Funding for efforts under this function is aggregated under both Demand Reduction and Supply Reduction, as appropriate. Amounts allocated for interdiction, international, treatment, prevention and domestic law enforcement research should be separately identified.</p>
<p>State & Local and Tribal Law Enforcement Assistance</p>	<p>Activities conducted by a National Drug Control Program Agency that focus on enhancing and coordinating domestic law enforcement efforts to reduce drug related violence and property crime, and substance use and availability, including efforts among:</p> <ul style="list-style-type: none"> • Federal, State, local and tribal law enforcement; • National Drug Control Program Agencies; and State, local and tribal drug control agencies; and, • Federal, State, local, and tribal agencies to promote comprehensive drug control strategies designed to reduce the availability of illegal substances. <p>Funding for efforts under this function is aggregated under Supply Reduction in support of Domestic Law Enforcement.</p>

FUNCTION	DESCRIPTION
Treatment	<p>Activities conducted by a National Drug Control Agency that are medically directed or supervised to assist regular persons with substance use disorders, including those related to illicit drugs or the misuse of alcohol or prescription drugs, reach recovery, including:</p> <ul style="list-style-type: none"> • screening and evaluation to identify illicit drug use or the misuse of alcohol or prescription drugs; • interventions such as pharmacotherapy, behavioral therapy, and individual and group counseling, on an inpatient or outpatient basis; • medical monitoring; • medical referral; • pre- and post-arrest criminal justice interventions such as diversion programs, drug courts, and the provision of evidence-based treatment to individuals with substance use disorders who are arrested or under some form of criminal justice supervision, including medications for opioid use disorder treatment; and, • all other service programs intended to ease the health-related consequences of substance use disorders. <p>Funding for efforts under this function are aggregated under Demand Reduction.</p>

ATTACHMENT B: DRUG CONTROL BUDGET RESOURCE SUMMARY TABLE FORMAT

	<u>PY BA</u>	<u>CY BA</u>	<u>BY BA</u>
Drug Resources by Budget Decision Unit and Function:			
Decision Unit #1 Name			
Corrections	\$x.xxx	\$x.xxx	\$x.xxx
Harm Reduction	\$x.xxx	\$x.xxx	\$x.xxx
Intelligence: Domestic Law Enforcement	\$x.xxx	\$x.xxx	\$x.xxx
Intelligence: Interdiction	\$x.xxx	\$x.xxx	\$x.xxx
Intelligence: International	\$x.xxx	\$x.xxx	\$x.xxx
Interdiction	\$x.xxx	\$x.xxx	\$x.xxx
International	\$x.xxx	\$x.xxx	\$x.xxx
Investigations	\$x.xxx	\$x.xxx	\$x.xxx
Prevention	\$x.xxx	\$x.xxx	\$x.xxx
Prosecution	\$x.xxx	\$x.xxx	\$x.xxx
Research and Development: Domestic Law Enforcement	\$x.xxx	\$x.xxx	\$x.xxx
Research and Development: Interdiction	\$x.xxx	\$x.xxx	\$x.xxx
Research and Development: International	\$x.xxx	\$x.xxx	\$x.xxx
Research and Development: Prevention	\$x.xxx	\$x.xxx	\$x.xxx
Research and Development: Treatment: Other than Recovery	\$x.xxx	\$x.xxx	\$x.xxx
Research and Development: Treatment: Recovery	\$x.xxx	\$x.xxx	\$x.xxx
State, Local and Tribal Law Enforcement Assistance	\$x.xxx	\$x.xxx	\$x.xxx
Treatment: Other than Recovery	\$x.xxx	\$x.xxx	\$x.xxx
Treatment: Recovery	\$x.xxx	\$x.xxx	\$x.xxx
Total, Decision Unit #1	\$x.xxx	\$x.xxx	\$x.xxx
Decision Unit #2 Name (Additional Decision Units as necessary)			
<i>(List all functions)</i>	\$x.xxx	\$x.xxx	\$x.xxx
Total, Decision Unit #2	\$x.xxx	\$x.xxx	\$x.xxx
Total Funding	\$x.xxx	\$x.xxx	\$x.xxx
HIDTA Transfer ¹	\$x.xxx	\$x.xxx	\$x.xxx
ICDE Resources ¹	\$x.xxx	\$x.xxx	\$x.xxx
Drug Resource Personnel Summary			
Total FTEs (direct only)	x	x	x
Drug Resources as a Percent of the Budget			
Total Agency Budget (in billions)	\$x.x	\$x.x	\$x.x
Drug Resources Percentage	x.x%	x.x%	x.x%

Notes:

Dollars should be in millions

BA = Budget Authority

CY = Current fiscal year

PY = Previous fiscal year

BY = Budget fiscal year under formulation

¹Funding for the Interagency Crime and Drug Enforcement Accounts (ICDE) and HIDTA should be included in this display only on the lines shown. This funding should not be displayed by function or decision unit, and this funding should not be included as part of agency totals in these categories.

ATTACHMENT C: ALIGNMENT OF BUDGET SUBMISSION TO DRUG CONTROL FUNDING PRIORITIES

[Department]
[Bureau]

Funding Guidance Review

FY XXX Funding Guidance	Was the Guidance Addressed?
[Guidance Item #1]	[Addressed/Partially Addressed/Not Addressed]. [Narrative explanation—by program, project, activity—as to how the agency/bureau budget request supports the funding priority. For each priority, if a program, project, or activity supporting that priority includes change in funding that exceeds base level funding adjustments, the agency shall detail and justify the proposed funding change.]
[Guidance Item #2]	[Addressed/Partially Addressed/Not Addressed]. [Narrative explanation—by program, project, activity—as to how the agency/bureau budget request supports the funding priority. For each priority, if a program, project, or activity supporting that priority includes change in funding that exceeds base level funding adjustments, the agency shall detail and justify the proposed funding change.]
[Guidance Item #3]	[Addressed/Partially Addressed/Not Addressed]. [Narrative explanation—by program, project, activity—as to how the agency/bureau budget request supports the funding priority. For each priority, if a program, project, or activity supporting that priority includes change in funding that exceeds base level funding adjustments, the agency shall detail and justify the proposed funding change.]

ATTACHMENT D: PROGRAM-LEVEL FUNDING TABLE TEMPLATE

	<u>PY BA</u>	<u>CY BA</u>	<u>BY BA</u>
Drug Resources by Budget Decision Unit and Program:			
Decision Unit #1 Name			
Program 1	\$x.xxx	\$x.xxx	\$x.xxx
Program 2	\$x.xxx	\$x.xxx	\$x.xxx
Program 3	\$x.xxx	\$x.xxx	\$x.xxx
Total, Decision Unit #1	\$x.xxx	\$x.xxx	\$x.xxx
Decision Unit #2 Name (Additional Decision Units as necessary)			
<i>(List all programs)</i>			
	\$x.xxx	\$x.xxx	\$x.xxx
Total, Decision Unit #2	\$x.xxx	\$x.xxx	\$x.xxx
Total Funding	\$x.xxx	\$x.xxx	\$x.xxx

Notes:

Dollars should be in millions

BA = Budget Authority

PY = Previous fiscal year

CY = Current fiscal year

BY = Budget fiscal year under formulation