

Each year, House and Senate members file proposed legislation for the upcoming Legislative session. Prior to being introduced as a bill, proposed legislation is referred to as a Legislative Service Request, or "LSR".



The Office of Legislative Services (OLS) drafts LSRs for House and Senate members. If the drafting attorney determines the LSR may have a fiscal impact, it is forwarded to the Office of Legislative Budget Assistant (LBA) for review.



After reviewing the LSR, the LBA analyst will determine if the bill's passage could impact state, county, or local revenues or expenditures. In the event a potential impact is identified, the LBA will obtain information from the appropriate state, county, or local agency.



Once the LBA receives the information from the agency(ies), the analyst will prepare a fiscal note pursuant to RSA 14:44. Upon completion, the fiscal note is forwarded to OLS and attached to the LSR upon introduction as a bill.



Once a bill has been introduced, a fiscal note will only be added or changed under the following circumstances:

- (1) If the LBA has identified an error, omission, or has obtained additional information, in which case a revised fiscal note will be issued;
- (2) If the bill is amended by the full House or Senate, in which case an amended fiscal note reflecting the new version of the bill will be issued; and
- (3) In the event a bill does not contain a fiscal note, if a majority of the committee to which a bill is referred, or the majority of members present on the floor of the House or Senate to which a bill is being considered, request the LBA prepare a fiscal note (see RSA 14:46, V).