

## **IC 4-10-11**

### **Chapter 11. Disbursement Procedures; Effect of Appropriations**

#### **IC 4-10-11-1**

##### **State departments; disbursement of money by vouchers; state colleges and universities; verified schedule of claims**

Sec. 1. The disbursement of moneys for any purpose by the departments of the state government shall be by vouchers specifically itemizing in every particular the different purposes for which the treasury warrant is authorized. These vouchers shall not be approved by any officer or officers authorized to approve the same, unless so itemized, giving minutiae of detail, and when vouchers are presented to the auditor of state for warrants, they shall be accompanied by said itemized accounts and statements: Provided, That in the case of Purdue University, Indiana University, The Ball State Teachers College and The Indiana State Teachers College, the auditor of state shall be authorized to draw warrant upon a verified schedule of claims submitted by the treasurer of such university or college; all itemized claims included in such schedule shall be filed by such college or university as a part of its public records.

*(Formerly: Acts 1897, c.115, s.1; Acts 1953, c.132, s.1.)*

#### **IC 4-10-11-2**

##### **Traveling expenses; receipted bills; per diem**

Sec. 2. In all accounts rendered for traveling expenses, receipted bills for each item, except railroad fare, shall be submitted. However, the budget agency, in cooperation with the department of administration, is authorized to fix per diem or per diems in lieu of traveling expenses, other than transportation, in such amounts as they deem proper and equitable but in no case shall such per diem exceed the amount established in the appropriation act. When per diem is fixed receipted bills for each item are not necessary. Per diem when fixed may include meals, lodging, and all other traveling expenses except transportation. It will be sufficient in items covering railroad fare to verify same, if advisable, by referring to published tariff rates, and auto transportation shall be at the rate not to exceed the rate provided in the appropriation act. Constructive charges shall be eliminated from all vouchers, and under no circumstances shall the appropriation of the succeeding fiscal year be anticipated by predecessor.

*(Formerly: Acts 1897, c.115, s.2; Acts 1941, c.59, s.1; Acts 1947, c.292, s.1.) As amended by Acts 1977, P.L.28, SEC.18; P.L.18-1991, SEC.1.*

#### **IC 4-10-11-2.1**

##### **Expense and salary per diems; minimum adjustment**

Sec. 2.1. (a) Notwithstanding any other laws to the contrary, any per diem that is paid from state funds for travel, lodging, or meals and that is authorized by statute in an amount that is less than the amount prescribed, pursuant to section 2 of this chapter, by the state

budget agency for that particular per diem is hereby set at that amount prescribed by the state budget agency.

(b) Notwithstanding any other laws to the contrary, any salary per diem that is paid from state funds and that is authorized by statute in an amount that is less than thirty-five dollars (\$35.00) per day is hereby set at thirty-five dollars (\$35.00) per day or at any other amount as may be established by the general assembly after July 1, 1977.

*As added by Acts 1977, P.L.27, SEC.1. Amended by P.L.3-2008, SEC.4.*

#### **IC 4-10-11-3**

##### **Literal following of items of appropriation act; diversion of appropriations**

Sec. 3. In the accounting for moneys expended, the items of the appropriation act shall be literally followed and in no case shall moneys appropriated for one (1) specific purpose be diverted for the purposes of another.

*(Formerly: Acts 1897, c.115, s.3.)*

#### **IC 4-10-11-4**

##### **State auditor; refusal to issue warrants; charging back deficient vouchers**

Sec. 4. The auditor of state is hereby authorized and empowered, where the provisions of sections 1, 2, and 3 of this chapter are not literally and specifically followed, and where the terms of the appropriation act have been violated, to refuse issue of warrants, and if, in the examination of vouchers rendered by any departments of state government, any violations of any sections 1, 2, and 3 of this chapter are found to have been made where warrant has been issued, then he shall charge back to the proper department the deficient vouchers, and refuse further issue of warrants until the state has been given the proper credit for the amounts held to be irregular and void.

*(Formerly: Acts 1897, c.115, s.4.) As amended by P.L.5-1984, SEC.36.*