

NOTE: Agencies will complete one questionnaire per budgeted program that had employee travel expenditures in FY 2025 (as reflected in the OE tab(s) of the B-4) when the B-4 is updated (est. August 1st).

Employee Travel Questionnaire-B4

A. In-State Travel

- 1. What are the primary reasons for the program's in-state travel?**
- 2. How does in-state travel support the program's mission, strategic goals, or statutory requirements**
- 3. Are there changes to the program's anticipated in-state travel budget for fiscal year 2027? If so, please explain.**

B. Out-of-State Travel

- 1. What are the primary reasons for the program's out-of-state travel?**
- 2. How does out-of-state travel support the program's mission, strategic goals, or statutory requirements**
- 3. Are there changes to the program's anticipated out-of-state travel budget for fiscal year 2027? If so, please explain.**