FY 2018 Budget Amendment Request Form

Date: 2/16/2018

Department: Finance

Contact person: Bonnie Jewell

Phone #: 540-507-7583

Explanation of need for budget amendment: Each year, the County receives $30,000 in funding from Dominion Energy for emergency preparedness purposes, but we must claim the funding to receive it. In FY 2017, the funding was budgeted and much of it was spent, but the claim was not made. Because it was designated for Spotsylvania in FY 2017, Fire/Rescue and Finance staff has been in communications with Dominion Energy and are anticipating the $30,000 for both FY 2017 and FY 2018 to be paid to the County in FY 2018.

The FY 2017 carryover purposely included a negative carryover balance for this emergency management program because the revenue had not been received in FY 2017. A budget adjustment is now necessary to balance out that negative entry since it is anticipated that the funding for FY 2017 will come to us in FY 2018.

Reminder: **Agenda item summary must be attached if BOS approval is required.**

Revenue accounts affected:

	Account Number	Amount
Acct #	110-0000-318.03-03 – Emerg. Mgmt. Exercises Revenue	$ 30,000
	Total Revenue Adjustment	**$ 30,000**

Expenditure accounts affected:

	Account Number	Amount
Acct #	110-3210-422.39-20 (FR17VX) – Emerg. Mgmt. Exercises	$ 30,000
	Total Expenditure Adjustment	**$ 30,000**

Note: If amendment is between expenditure accounts only, net impact must be zero.

Transfer requests must be signed by the requestor(s). In the case of transfers between departments or capital projects, the transfer request must be signed by the director of each affected department, or by the project manager of each affected capital project. A typed signature will be accepted.

Bonnie Jewell, Budget Manager
Name, Department   Name, Department

Recommendations

Budget: __X__recommended   _____ not-recommended
Explanation if not recommended:

County Admin: _X___recommended   _____ not-recommended
Explanation if not recommended:

Finance Committee: _X__ recommended   ____not-recommended
Explanation if not recommended: