

**REQUEST FOR ADDITIONAL APPROPRIATION
FY 22-23**

Instructions: Complete all information in Parts A and B. Have Director/ Department Head sign and date on appropriate lines in Part C. Forward original to OPM Director, 10th Floor. OPM Director will forward to the Boards. Submit to OPM by the 20th of the month in order to be included on the next Board of Finance and Representatives meeting agendas.

Part A - Account Information

Project #	F31441	Grant Year	FY20/21
Revenue #	243F8303318301	Dept. Name	Emergency Management
Expend. #	24433801100	Account Title	Emergency Management / Salaries
			\$1,329

Source: 100% Grant Funded

Request Amount **\$1,329**


Previous Year's Expenditure	n/a
Department Request	\$ 63,228
Approved by Mayor	\$ 63,228
Approved by Finance Board	\$ 63,228
Approved by Board of Reps.	\$ 63,228
Revised Budget	\$ 63,228
Balance in Account	\$ (1,329)
Projected Exp. & Enc.	\$ 64,557


Part B - Request Description and Supporting Calculations

Additional Appropriation needed to match the actual award received. The amount in HTE is \$63,228. The actual award amount is \$64,557. The amount stays consistent with salaries and wages.

Part C - Approvals

Anita Carpenter Oct 28, 2022
 Anita Carpenter, Grants Officer


[Elda Sinani \(Oct 28, 2022 15:06 EDT\)](#) Oct 28, 2022
 Elda Sinani, OPM Director


[Sandy Dennies \(Oct 28, 2022 15:41 EDT\)](#) Oct 28, 2022
 Sandra L. Dennies, Director of Administration

Caroline Simmons
[Caroline Simmons \(Nov 1, 2022 10:30 EDT\)](#) Nov 1, 2022
 Caroline Simmons, Mayor