

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 12, 2010

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: BUDGET MEMO # 59 : SPECIAL REVENUE APPROPRIATION IN
NON-DEPARTMENTAL

This memorandum is in response to Vice Mayor Donley's request for information on the \$1 million in Special Revenue budgeted in the Non-Departmental account.

Beginning in FY 2006, the Approved operating budget includes \$1 million as a Special Revenue fund contingent grant reserve. During the fiscal year, departments apply for and receive approval for new State and federal grant funding not known or anticipated when City Council initially approves the annual budget. The grant reserve can be allocated by the Office of Management and Budget to the grant-receiving department when City Council approves a new or increased grant, instead of departments having to wait months for a separate reappropriation ordinance. (Supplemental Appropriations Ordinance are typically docketed in November, April and June). This pre-appropriation of future additional grant revenues allows the allocation and posting in the City's accounting system of grants on a more timely basis and enables departments to be better able to manage their grants. No release of these funds are approved by OMB unless City Council approves a new or increased grant.