



Town of Abingdon, Virginia

Annual Non - Departmental Budget Request – FY 2015/2016

Instructions: The Non-Departmental Budget Request form must be completed by the requesting organization and submitted IN PERSON OR BY MAIL to CHUCK BANNER, DIR. OF FINANCE, POST OFFICE BOX 789, 133 WEST MAIN STREET, ABINGDON, VA 24212 ON OR BEFORE MARCH 2, 2015. PLEASE NOTE: EMAIL SUBMISSIONS WILL NOT BE ACCEPTED. FORMS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED FOR FUNDING FOR THE FY 2015/2016.

ORGANIZATION GENERAL INFORMATION

Name of Requesting Organization: \_\_\_\_\_

Organization Mailing Address: \_\_\_\_\_

Organization Phone #'s: (office) \_\_\_\_\_ (mobile) \_\_\_\_\_

Type of Organization: \_\_\_\_\_ Governmental \_\_\_\_\_ Public/Non-Profit \_\_\_\_\_ Private /Non-Profit

\_\_\_\_\_ other (Please specify) \_\_\_\_\_

FUNDING REQUEST INFORMATION

\_\_\_\_\_ First Time Request \_\_\_\_\_ Have Received Appropriation from the Town in the Past 5 years

\_\_\_\_\_ 2015/2016 \$\$ Amount of Request

Request is for: \_\_\_\_\_ General Operations \_\_\_\_\_ Debt Service \_\_\_\_\_ Capital Projects

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\_\_\_\_\_ \$\$\$ Amount of Funding Appropriation from Town for FY 2014/2015 budget

\_\_\_\_\_ Signature of Representative Responsible for Submitting the Request

\_\_\_\_\_ Position with Organization / Date: \_\_\_\_\_

\*\*\*\* Please submit a copy of your most recent Organizational audit along with additional materials supporting your appropriation request.

DEADLINE FOR SUBMISSION – MARCH 2, 2015