

BOARD OF SUPERVISORS  
 COUNTY OF MADISON  
 PROPOSED SUPPLEMENTAL APPROPRIATION  
 DATE: 2/11/25

FY2025

Type of Supplement

	Interdepartmental transfer (same fund)
	Interfund transfer
X	Revenue/Expense offset
X	Use of contingency
	Other use of fund balance not in orginal budget

PURPOSE: Rollover of Remaining FY24 Capital Funds for VDEM Emerg Shelter Upgrade Project

GL	Account Type	Fund Name	Department	Object Code/Source School Code/Source	Debit	Credit
1110-0000-00-00000-424375-0000-000000-00000-0000-G0036	R	General	Revenue	VDEM EMERG SHELTER UPGRADE	100,500.00	
1110-0000-00-00000-4999999-0000-000000-00000-0000-	R	General	Non-Departmental	ACCUMULATED FUND BALANCE	-	56,200.00
1330-2430-04-43200-811500-0000-000000-00000-0000-A6000	E	CARP	Facilities & Maint	EQUIPMENT REPLACEMENT (CAP BU	156,700.00	-
1110-9910-09-99999-991330-0000-000000-00000-0000-	E	General	Non-Departmental	TRANSFERS TO COUNTY CARP FUND 1330	156,700.00	-
1330-0000-00-00000-491110-0000-000000-00000-0000-	R	CARP	Non-Departmental	TRANSFERS IN FROM GENERAL FUND	-	156,700.00
					<b>313,400.00</b>	<b>313,400.00</b>

Amount for Board to vote on

**156,700.00**

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

Upon approval by the Board of Supervisors, the County Administrator shall forward a signed copy of the proposed supplement appropriation to the County Finance Director.

  
 Jonathon R. Weakley, County Administrator

  
 2/14/25

Date

FY2025 Proposed Supplemental Appropriation#15\_02.11.2025

THE GENERATOR PROJECT \$156,700 WAS BUDGETED IN FY24 AND IS CURRENTLY IN THE FINAL PHASE OF IMPLEMENTATION. ONCE COMPLETED, WE WILL REQUEST A REIMBURSEMENT IN THE AMOUNT OF \$100,500 FROM VDEM. THE GRANT AWARD LETTER IS ATTACHED.



# COMMONWEALTH OF VIRGINIA

## Department of Emergency Management

9711 Farrar Court, Suite 200, North Chesterfield, Virginia 23236  
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

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### EXTENSION AWARDED UNTIL 06/24/2025

#### SHAWN TALMADGE

State Coordinator of  
Emergency Management

#### SEAN POLSTER

Chief Deputy State Coordinator  
of Emergency Management

May 08, 2023

Mr. Gavin Helme  
Interim Emergency Management Coordinator  
Madison County  
1494 N. Main Street  
Culpeper, VA 22727

RE: FY2022 Emergency Shelter Upgrade Assistance Fund

Dear Mr. Helme:

The Virginia Department of Emergency Management (VDEM) is pleased to announce your locality has been awarded **\$150,000** in total funding from the Commonwealth of Virginia's Emergency Shelter Upgrade Assistance Fund for **fiscal year 2022**. The state share amount is **\$100,500** and the local share amount is **\$49,500**. Appropriation authority for this program is *the Code of Virginia Title 544-146.29:3* also known as the "Shelter Upgrade Fund".

The program allows local governments to secure generators and retrofit shelters for citizens across the Commonwealth. The grant can begin once you have completed the steps described under *Accessing Your Grant, within 30 days from the date of this notification.*

The period of performance for this grant is April 15, 2023 through June 30, 2024. If you require additional time, please contact your grants administrator at least 60 days before the end of the period of performance.

#### Program Purpose

The purpose of the Shelter Upgrade fund is to provide matching funds to localities to install, maintain, or repair infrastructure related to backup energy generation for emergency shelters, including solar energy generators, and to improve the hazard-specific structural integrity (wind retrofit) of shelter facilities owned by the locality.

Mr. Gavin Helme  
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May 08, 2023

**Important Award Terms and Conditions**

Subrecipients must comply with the requirements in the *Code of Virginia Title 544-146.29:3 Emergency Shelter Upgrade Assistance Fund* and [Shelter Upgrade Fund Policy Guidance](#)

**Accessing Your Grant**

To access your grant, you must complete the following steps within 30 days from the date of this notification:

**Step 1:** Log in to the VDEM's Grants Management System (<https://vdem.emgrants.com>) to upload a line item budget for your proposed project. If you do not have access to the Grants Management Portal visit the homepage at <https://vdem.emgrants.com> and register for an account.

**Step 2:** Upload your letter of request for release of the Shelter Upgrade funding. This letter should be typed on official letterhead stationery and addressed to VDEM. It can be signed by the Emergency Manager or Coordinator. The content of your letter reiterates the focus of your project and your adherence to the period of performance listed in this letter.

Please initiate the steps described under *Accessing Your Grant* within 30 days from the date of this notification. If you have any questions regarding this award, please contact Naashia Naufal, hazard mitigation grants administrator, at 804-398-9095 or at [naashia.naufal@vdem.virginia.gov](mailto:naashia.naufal@vdem.virginia.gov).

Sincerely,

*Cheryl Adkins*

Reimbursable grant - prefer it's done in segments, there is a reimbursement form, Jonathon will sign this form.  
Quarterly finance report required; Gavin to send me information.  
Stacey Timmons is going to write a sole source justification letter to give to Jonathon Weakley to take to the Board in late June.

Cheryl Adkins  
Chief Financial Officer

CA/DJM/nn

cc: Alexa Boggs, Chief Regional Coordinator