

BOARD OF SUPERVISORS
 COUNTY OF MADISON
 PROPOSED SUPPLEMENTAL APPROPRIATION
 DATE: 1/11/2022

FY2022

Type of Supplement	
Interdepartmental transfer (same fund)	
Intertfund transfer	X
Revenue/Expense offset	
Use of contingency	
Other use of fund balance not in original budget	

PURPOSE: VT Extension Office shortfall - funds for Student Intern

GL Account Reference	Account Type	Fund Name	Department	Object Code/Source	Debit	Credit
10-01-12-12110-3156	Exp	GF	County Admin	EE Mental Health		2,500.00
10-08-83-83500-1560	Exp	GF	Cooperative Ext Off	Student Interns	2,500.00	

2,500.00 2,500.00

Amount for Board to vote on

Note: A debt charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line 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

1/12/2022
 Date

Michele Thacker

From: Jonathon Weakley
Sent: Tuesday, December 21, 2021 11:00 AM
To: Michele Thacker
Cc: Bobby Frye
Subject: Fund transfer

Good morning Michele,

Recently I learned that the budget for the extension office was shorted funds for their intern line item. This shortfall equates to \$2500.00. Please transfer funds from 12110-3156 (Employee Mental Health) to 83500-1560 (Student Interns) in the amount of \$2500.00. As Brad pointed out to us earlier today, the paid internship is a funding share between Va Tech and Madison County. Please let me know if you have any questions.

Thanks,

Jonathon Weakley
County Administrator
Madison County
PO Box 705
Madison, VA 22727
540-948-7500

Michele Thacker

From: Jonathon Weakley
Sent: Tuesday, December 28, 2021 7:56 AM
To: Michele Thacker; Bobby Frye
Cc: Brad Jarvis
Subject: FW: Extension FY2022 Budget Corrections
Attachments: FY2022 Approved Budget.pdf; Madison_FY22 County Request.xlsx

Good morning Michele,

Could you please confirm with me and Brad once the line-item transfer has occurred for the \$2500 shortage. Please note Brad made an error listing \$2400 below. I will then sign the attached form that Brad provided in excel format.

Thanks,

Jonathon Weakley
County Administrator
Madison County
PO Box 705
Madison, VA 22727
540-948-7500

From: Jarvis, Brad <bjarvis@vt.edu>
Sent: Thursday, December 2, 2021 1:18 PM
To: Jonathon Weakley <jweakley@madisonco.virginia.gov>
Subject: Extension FY2022 Budget Corrections

Jonathon,

Attached are the budget document that we discussed this morning. My budget requested (attached) doesn't match the budget approved (attached).

Looks like MJ didn't get the Extension Intern in final budget request for \$2400 and there is a slight difference in FICA for county support staff, which is common as I estimate that amount and finance director usually calculates actual amount.

Once we get this corrected, please sign the attached budget request. I need to send to Virginia Tech.

Thanks, please feel free to call or email if you have any questions.

Brad Jarvis
Extension Agent, ANR
Virginia Cooperative Extension – Madison County
P.O. Box 10
2 South Main Street, War Memorial Building
Madison, Virginia 22727
540-948-6881 (O)
540-718-1964 (M)
[Virginia Cooperative Extension- Madison County | Facebook](#)
bjarvis@vt.edu

Account No.	Account Name	FY2018 Actual		FY2019 Actual		FY2020 Actual		FY21 Budget		FY21 YTD		FY21 YTD to 1/5/21	FY22 APPROVED	\$ Change	% Change
		Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures				
10-08-81-81900-5630	GENERAL CONTRIBUTION REQUEST	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	23,792.50	47,585.00	47,585.00			
81900	SKYLINE CAP	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	47,585.00	23,792.50	47,585.00	47,585.00			
10-08-82-82200-5646	GENERAL CONTRIBUTION REQUEST	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			
82200	RAPPAHANNOCK RIVER BASIN COMMISSIC	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			
10-08-82-82400-5640	GENERAL CONTRIBUTION REQUEST	34,587.00	29,321.00	29,321.00	29,321.00	29,321.00	29,321.00	29,321.00	29,321.00	14,660.60	31,333.00	31,333.00		2,012.00	6.86%
82400	CULPEPER SOIL & WATER CONSERVATION	34,587.00	29,321.00	29,321.00	29,321.00	29,321.00	29,321.00	29,321.00	29,321.00	14,660.60	31,333.00	31,333.00		2,012.00	6.86%
10-08-82-82500-5640	GENERAL CONTRIBUTION REQUEST	5,984.46	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98			
82500	FORESTRY SERVICE	5,984.46	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98	5,941.98			
10-08-83-83400-5640	GENERAL CONTRIBUTION REQUEST	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00			
83400	NORTHERN VA 4-H	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00			
10-08-83-83500-1310	VA Tech Staff	56,184.52	65,997.87	73,050.51	78,120.08	78,120.08	78,120.08	78,120.08	78,120.08	16,817.91	79,470.55	79,470.55		1,350.47	1.73%
10-08-83-83500-1520	Part time pay	16,824.38	18,375.81	19,031.40	19,891.20	19,891.20	19,891.20	19,891.20	19,891.20	8,258.40	20,979.00	20,979.00		1,087.80	5.47%
10-08-83-83500-1560	STUDENT INTERNS	3,704.00	2,742.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	318.00	318.00	318.00		(2,400.00)	-100.00%
10-08-83-83500-2100	FICA	1,357.81	1,431.91	1,455.92	1,705.28	1,705.28	1,705.28	1,705.28	1,705.28	556.10	1,605.00	1,605.00		(100.28)	-5.88%
10-08-83-83500-2700	WORKMAN'S COMPENSATION	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	-	20.00	20.00		3.00	17.65%
10-08-83-83500-5230	TELECOMMUNICATIONS	603.86	564.31	503.36	500.00	500.00	500.00	500.00	500.00	247.18	500.00	500.00			
10-08-83-83500-5540	SEMINARS & TUITIONS	942.48	1,563.85	2,638.56	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,247.16	1,875.00	1,875.00			
10-08-83-83500-5651	PESTICIDE PROGRAM	-	1,014.17	941.15	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	662.00	1,000.00	1,000.00			
10-08-83-83500-5810	DUES	741.00	773.50	835.95	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	662.00	1,000.00	1,000.00			
10-08-83-83500-5897	MISCELLANEOUS GRANTS	416.25	-	-	-	-	-	-	-	-	-	-			
10-08-83-83500-6001	OFFICE SUPPLIES	2,969.07	3,291.88	3,104.81	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	1,545.84	3,000.00	3,000.00			
10-08-83-83500-6009	VEHICLE/EQUIPMENT MAINTENANCE	-	325.90	179.52	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	20.00	2,500.00	2,500.00			
10-08-83-83500-6020	BOOKS & SUBSCRIPTIONS	-	118.00	180.00	500.00	500.00	500.00	500.00	500.00	66.95	500.00	500.00			
83500	EXTENSION & CONT'D ED.	85,760.37	96,216.20	104,321.18	113,008.56	113,008.56	113,008.56	113,008.56	113,008.56	31,969.54	112,949.55	112,949.55		(59.01)	-0.05%
9200	CONTINGENCY - GENERAL OPERATIONS	-	-	-	275,851.98	168,626.46	275,851.98	168,626.46	275,851.98	-	206,868.70	206,868.70		(68,983.28)	-25.01%
10-09-91-91100-9202	CONTINGENCY - ACCUMULATED LEAVE	-	-	-	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	-	25,000.00	25,000.00			
10-09-91-91100-9203	Contingency-Software Project Support	-	-	-	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	-	1,500.00	1,500.00			
10-09-91-91100-9204	Contingency-Gasoline Inflation	-	-	-	500.00	500.00	500.00	500.00	500.00	-	500.00	500.00			
10-09-91-91100-9205	American Rescue Plan Act of 2021 Outlays	-	-	-	300,851.98	193,626.46	300,851.98	193,626.46	300,851.98	-	2,350,757.70	2,350,757.70		2,048,889.00	681.37%
91100	CONTINGENCY FUND	-	-	-	300,851.98	193,626.46	300,851.98	193,626.46	300,851.98	-	2,350,757.70	2,350,757.70		2,048,889.00	681.37%
10-09-91-92100-5831	REFUND BUILDING PERMITS FEES	-	-	1,208.35	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	56.26	1,000.00	1,000.00			
10-09-91-92100-5832	REFUND SOIL & EROSION BOND	-	-	-	-	-	-	-	-	5,825.00	-	-			
10-09-91-92100-5833	REFUND ZONING APPLICATION FEE	25.00	25.00	-	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	300.00	2,000.00	2,000.00			
10-09-91-92100-5834	REFUND MISCELLANEOUS	5.00	123.00	-	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,000.00	1,500.00	1,500.00			
10-09-91-92100-5840	REFUND LAND USE FEES	-	50.00	0.40	500.00	500.00	500.00	500.00	500.00	50.00	500.00	500.00			
10-09-91-92100-5860	REFUND TAXES/INTEREST	-	2,955.96	-	500.00	500.00	500.00	500.00	500.00	-	500.00	500.00			
10-09-91-92100-5884	REFUND MISCELLANEOUS	87.44	1,963.51	3,148.53	500.00	500.00	500.00	500.00	500.00	100.00	500.00	500.00			
10-09-91-92100-5885	REFUND ANIMAL ADOPTION FEE	475.00	635.00	435.00	500.00	500.00	500.00	500.00	500.00	120.00	500.00	500.00			
92100	REVENUE REFUNDS	592.44	5,752.47	4,792.28	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	7,451.26	6,500.00	6,500.00			
95110	FINANCING COSTS	-	-	-	-	-	-	-	-	-	-	-			
95110	FINANCING COSTS	-	-	-	-	-	-	-	-	-	-	-			

Virginia Cooperative Extension Budget Request

Virginia Polytechnic Institute and State University
Virginia State University

FY 2022

July 1, 2021-June 30, 2022

Budget Request To:	County of Madison	Unit:	Madison VCE
		Dept#:	83500

STATE EMPLOYEE SALARIES:

	VCE Contribution	Local Request	Local Appropriation
Salary Requirements	\$ 235,506.00	\$ 58,135.00	
Benefit Requirements: 36.7%	\$ 86,430.70	\$ 21,335.55	
Total Salary and Benefits:	\$ 321,936.70	\$ 79,470.55	\$ 79,470.55

COUNTY/CITY EMPLOYEE SALARIES: Personnel

	Wise			
	County Payroll	VCE Contribution	Local Request	Local Appropriation
Salary Requirements:	-	\$ 20,428.80		
FICA/WC: 10%	-	\$ 2,042.88		
Total Salary and Benefits:	-	\$ 22,471.68	\$ 22,584.00	

PROGRAMMATIC SUPPORT SALARIES: Personnel

	UAA - Woodward		Intern	Local Appropriation
	VCE Contribution	Local Request	Local Request	
State Payroll -FICA 7.65%				
Salary Requirements:	\$ 31,196.00	\$ 2,400.00		
State Benefit Requirements: 55.15%	\$ 17,204.59	-		
Total Salary and Benefits:	\$ 48,400.59	\$ 2,400.00	\$ 2,400.00	

NOT ON FINAL BUDGET APPROVAL

OFFICE RENT SECTION:

	VCE Contribution	Local Request	Local Appropriation
Rental Value of Non-Leased Space:			
\$ 88,000.00			
Actual Rent of Leased Space:		-	-

OFFICE SUPPORT SERVICES: Operator

	VCE Contribution	Local Request	Local Appropriation
Telecommunications		\$ 500.00	\$ 500.00
Seminars & Tuition		\$ 1,500.00	\$ 1,500.00
Pesticide Program		\$ 1,875.00	\$ 1,875.00
Professional Dues		\$ 1,000.00	\$ 1,000.00
Office Supplies		\$ 3,000.00	\$ 3,000.00
Vehicle/Equipment Maintenance		\$ 2,500.00	\$ 2,500.00
Book & Subscriptions		\$ 500.00	\$ 500.00
Total Office Support Services:	\$ 19,300.00	\$ 10,875.00	\$ 10,875.00

GRAND TOTALS:

	VCE Contribution	Local Request	Local Appropriation
\$	389,637.30	\$ 115,217.23	\$ 115,329.55

Total Include Intern and slight diff on county FICA

*Total cost of Program:

\$ 504,854.52

COUNTY/BILLING ADDRESS:


Bill to:	Jonathon Weakley
Address 1:	County Administrator
Address 2:	P.O. Box 705
City/State/Zip:	Madison, Virginia 22727

COUNTY/CITY BILLING INSTRUCTIONS:

The intern will be billed in the 4th quarter of fiscal year. Pesticide grant from VDACS with reimburse all cost from the \$1875 appropriation line item.

SIGNATURES:

County of Madison has approved an appropriation of **\$ 115,329.55** as shown in the local appropriation column for Virginia Cooperative Extension work during the **FY 2022** fiscal year.

Unit Coordinator:	Brad Jarvis
Date:	1/12/2021
Telephone:	540-948-6881
Signature:	

County/City Representative:	Jonathon Weakley
Date:	
Telephone:	540-948-5938
Signature:	

District Director:	John G Thompson
Date:	
Telephone:	(540) 432-6029 x104
Signature:	

*Total investment in program does not reflect VCE investment in professional development, VCE operational support for information technology (IT) and mobile phones, value of volunteer hours, waived indirect overhead, and pro-rated value of Extension specialists.