



# TOWN OF GRANBY

## MEMORANDUM

DATE: July 22, 2025

**TO:** The Granby Board of Selectmen and Board of Finance

**FROM:** Kimi Cheng, Director of Finance

**REGARDING:** Consideration of Budget Amendment for Greater Together Community Funds Grant

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### Background

In March 2025, staff submitted a grant application in the amount of \$3,000 to the Greater Together Community Fund provided by the Hartford Foundation for Public Giving for the smoke alarm program, which will be administered by the Fire Marshal's office. In May 2025, the grant application was approved by the committee, and a check in the amount of \$3,000 was received and recorded in the general fund.

### Next Steps

Since the grant will increase revenue and expenditure line items in the General Fund, which were not budgeted in the FY26 adopted budget, a budget amendment is required according to the Town Charter.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request for the board's approval.

### **PROPOSED MOTION for the 7/28/25 BOF meeting:**

I move that the Board of Finance approves a budget amendment to increase Misc. Revenue and Grant Expense line items by \$3,000 in the fiscal year 2025-26 adopted general fund budget for the smoke alarm program.

### **PROPOSED MOTION for the 8/4/25 BOS meeting:**

I move that the Board of Selectmen approves a budget amendment to increase Misc. Revenue and Grant Expense line items by \$3,000 in the fiscal year 2025-26 adopted general fund budget for the smoke alarm program.

Enclosure: Appropriation #2026-004

**TOWN OF GRANBY**

The following information is required prior to the approval of any Board of Finance Appropriation or Transfer:

Type of Action Requested (Check One):      Additional Appropriation \_\_\_\_\_  
Transfer of Funds \_\_\_\_\_  
Budget Amendment X

Date of Request: July 28, 2025

Fiscal Year: 2025-26

Amount of Request: \$3,000

Purpose of Request (Explain briefly or attach narrative):

To support smoke alarm program.

<u>Budget Amendment (Inc. In Revenue):</u>	<u>Budget Amendment (Inc. In Expenditure):</u>
001.04.11.0000.46038 Misc. Revenue \$3,000.00	001.10.10.1011.52656 Grant Expense \$3,000.00

Certification: This is to certify that there is available an unappropriated and unencumbered fund balance to meet the above appropriation request(s). For the General Fund, the total appropriations for the Fiscal Year do not exceed 1-1/2% of the current levy [Charter Sec. 10-6 (e)].

Town Manager/Date

Date of Board of Selectmen Comment Action: August 4, 2025      Approved: YES      NO

Date of Board of Finance Resolution Action: July 28, 2025      Approved: YES      NO

cc: Director of Finance &amp; Town Treasurer