

## SEAP PROCESS TO ALLOCATE OVER EXPENDITURE BUDGET FROM CARRYOVER FUNDS

	FY 2019-20		FY 2020-21	
	Actuals		Budget	Budget
	Allocation 2019-20		Allocation 2020-21	Carryover 2019-20
<b>Performance Period</b>	7/1/19 to 6/30/21		7/1/20 to 6/30/22	7/1/19 to 6/30/21
<b>Total Allocations/Carryover</b>	<b>\$1,000,000</b>		<b>\$1,000,000</b>	<b>\$245,000</b>
<b>Expenses:</b>				
Project A	Position 1	60,000	80,000	
	Position 1		(80,000)	80,000 (B)
	Position 2	100,000	120,000	
	Position 2		(90,000)	90,000 (B)
	Position 3	105,000	120,000	
	Discretionary	80,000	260,000	
Project B	Position 4	90,000	150,000	
	Position 5	115,000	120,000	
	Discretionary	80,000	150,000	
Project C	Position 6	75,000	120,000	
	Discretionary	50,000	50,000	
<b>One-Time Allocations</b>				<b>75,000 (2)</b>
<b>Total Expenditures</b>	<b>\$755,000 (A)</b>		<b>\$1,000,000</b>	<b>\$245,000</b>
<b>Carryover</b>	<b>\$245,000 (A)</b>		-	-

**Procedure:**

(A) Determine actual expenditures and carryover at close of the books at June 30.

(B) Carryover Budget will be allocated in the following priority:

- 1) Allocate funds for permanent positions (COLA, step/column, longevities, reclassifications, etc.)
- 2) Allocate the remaining balance for one-time expenditures agreed among the SEAP Management Team (Start up new program, replace equipment, expand a program, etc.)