



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax

June 21, 2022

Ms. Toni Zollicoffer
Commission for Women
12000 Government Center Parkway
Suite 339
Fairfax, VA 22035

Dear Ms. Zollicoffer:

On May 10, 2022, the Fairfax County Board of Supervisors approved the FY 2023 Adopted Budget Plan. A County contribution of \$6,916 has been included in the adopted budget for the Commission for Women.

Based upon the established guidelines as outlined in the Commission for Women's Financial Operations Policy document, the approved contributory funding will be transferred to the Commission for Women's account in the County's financial system FOCUS during the first week of July after the new fiscal year begins. Once the transfer has been completed, these funds will be available for immediate use.

Please also note that receipt of funds in FY 2023 does not guarantee future funding. To be considered for funding in FY 2024, your organization must submit a budget request that adheres to guidelines contained in the FY 2024 Contributory Agencies Budget Manual, which will be sent to you after July 1, 2022. Budget requests must be received in the Department of Management and Budget by September 23, 2022.

In addition, to assist us in updating our records, please complete the attached form and return it to Eric Eisinger at the address below or via e-mail to Eric.Eisinger@fairfaxcounty.gov. This will provide us with current contact information for use during the year. If you have any questions, please contact Eric Eisinger by phone at (703) 324-2366 or by e-mail at Eric.Eisinger@fairfaxcounty.gov.

Sincerely,

Christina Jackson
Chief Financial Officer, Department of Management and Budget

Department of Management and Budget
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