



City of Lawrence

CITY MANAGER'S OFFICE

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CITY MANAGER

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CITY COMMISSION

MAYOR
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COMMISSIONERS
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March 1, 2011

Dear Agency Representative,

As we begin the process of developing the 2012 budget for the City of Lawrence, I would like to again thank you for the work your agency does for the Lawrence community. Lawrence would not be the same without the essential social services provided by your agency.

Like most of your agencies, the City continues to face tough budget challenges for 2012. The City Commission may be faced with a reduction in assessed valuation for a third year in a row. And while there has been no indication that the alcohol tax is at risk for next year, as many of you know first hand, the State is struggling with their own significant budget gap.

I hope that it will not be necessary to reduce funding to social service agencies in response to these revenue challenges, however it is appropriate to plan for that contingency. Therefore, in addition to your funding request for 2012, please include an explanation of what a 2.5% reduction in city funding would mean to your agency.

The application materials for outside agency requests for the 2012 budget are now online at www.lawrenceks.org/budget. **Please note the applications have changed.** The newly established Social Service Funding Advisory Board has modified the applications in an attempt to make the applications more similar across funding sources. In addition, the advisory board is asking applicants to make someone available by phone to answer questions that may arise during their deliberations on May 18 and May 23.

The schedule for disbursement of funds will again be April 1 for the first disbursement; October 1 for the second disbursement. Please plan accordingly.

Application materials should be submitted electronically to ctoomay@lawrenceks.org by 5:00 p.m. on Friday, April 29, 2011. If you have questions, please contact Casey Toomay, Budget Manager at 785-832-3409.

Again, thank you for your agency's service to our community.

Sincerely,

David L. Corliss
City Manager

