

## Department Current Year EOY Estimates and 2025 Budget Requests

Department: **Town Board**  
 Submission Deadline: 7/26/2024

**Your requests and data will:**

- 1) Estimate spending in your department through the end of the year (i.e. EOY Estimate)
- 2) Build your department's budget requests for next year's budget

***\*If you would like to request changes or additions to currently funded positions: speak to the Town Supervisor well in advance of the above deadline for consideration.\****

**For Historical Reference: We are here to help provide what data will help you! Let us know what you need to help build your budget.**

Available on Share Point: Excel doc with every account line budgeted and actual dating back from 2015, along with a 3 and 5 year average for each line

**\*Upon Request\* historic budget information available, please let us know what level of information you need.**

Ledger detail data from the last fully completed fiscal year and the YTD for the current. Ledgers from further back are available upon request.

**Key**

- Cells in this color have a formula: do not alter
- Cells in this color are what you need to complete
- Bookkeeper provided data

End of Year Estimate

2025 Budget Request

	Estimated spending from			Optional notes regarding estimates
	2024 YTD as of	7/1/24 through	Total 2024 EOY	
	6/30/24	12/31/24	Estimate*	
<b>1010.4 · Town Board CE</b>	10,850	-	10,850	
<i>Travel to trainings</i>				
<i>Trainings</i>				
<i>Food for events</i>				
<i>TB special projects</i>				
<i>Public hearing ads, other legal ads as needed</i>				
<i>Bee Committee</i>				

	2025 Request	Optional notes regarding request
<b>1010.4 · Town Board CE</b>	-	
<i>Travel to trainings</i>		
<i>Trainings</i>		
<i>Food for events</i>		
<i>TB special projects</i>		
<i>Public hearing ads, other legal ads as needed</i>		
<i>Bee Committee</i>		
<i>Insert new categories as needed</i>		
<i>Insert new categories as needed</i>		
<i>Insert new categories as needed</i>		

**Other 2025 Appropriation Requests: include any budget requests that don't fall into the above line item**

Other requests not captured above	2025 Request
<i>Insert details here</i>	
<i>Insert details here</i>	
<i>Insert details here</i>	

**2025 Revenue Projections: include any projected revenue in which you are the primary source of information**

Description	2025 Projection



