



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:** 1213_fba_2023.xlsm

Website:

Phone Number:

Mailing Address:

Municipality: **State:** **Zip:**

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
STEPHEN		DALINA	12/31/2023	sdalina@monroetwp.com

Chief Administrative Officer

ALAN	M	WEINBERG		aweinberg@monroetwp.com
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Chief Financial Officer

GEORGE	J	LANG		glang@monroetwp.com
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Municipal Clerk

PATRICIA		REID		preid@monroetwp.com
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Registered Municipal Accountant

GARY	W	HIGGINS		ghiggins@pkfod.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
MIRIAM		COHEN	12/31/2023	mcohen@monroetwp.com
TERENCE		VAN DZURA	12/31/2023	tvandzura@monroetwp.com
CHARLES		DIPIERRO	12/31/2025	cdipierro@monroetwp.com
RUPA	P	SIEGEL	12/31/2025	rsiegel@monroetwp.com
MICHAEL		MARKEL	12/7/2023	mmarkel@monroetwp.com

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2022 Calendar Year Property Tax Levies - ALL entities levying property taxes

	<u>Calendar Year Tax Rate</u>	<u>Calendar Year Tax Levy</u>	<u>% of Total Levy</u>	<u>Avg Residential Taxpayer Impact</u>
Municipal Purpose Tax	0.489	\$40,363,128.61	18.19%	\$1,628.85
Municipal Library	0.043	\$3,512,422.49	1.58%	\$143.23
Municipal Open Space	0.015	\$1,238,000.00	0.56%	\$49.96
Municipal Arts and Culture			0.00%	\$0.00
Fire Districts (avg. rate/total levies)	0.169	\$14,198,830.00	6.40%	\$562.94
Other Special Districts (total levies)			0.00%	\$0.00
Local School District	1.470	\$121,326,663.00	54.66%	\$4,896.54
Regional School District			0.00%	\$0.00
County Purposes	0.461	\$38,092,201.58	17.16%	\$1,535.58
County Library			0.00%	\$0.00
County Board of Health			0.00%	\$0.00
County Open Space	0.039	\$3,217,560.51	1.45%	\$129.91
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2022 Budget)	2.686	\$221,948,806.19	100.00%	\$8,947.01

Total Taxable Valuation as of	October 1, 2022	<u>\$8,371,735,885.00</u>
<small>(To be used to calculate the current year tax rate)</small>		
Current Year Average Residential Assessment		<u>\$333,098.00</u>

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.489	0.489	0.00%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$40,363,128.61	\$40,970,198.24	1.50%	\$607,069.63

Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$1,628.85	\$1,628.85	0.00%	\$0.00

Current Year 2023 Budget

<u>Taxes</u>	<u>Actual/Estimated</u>	<u>Tax Levy</u>
Municipal Purpose Tax	ACTUAL	\$40,970,198.24
Municipal Library	ACTUAL	\$3,926,522.72
Municipal Open Space	ACTUAL	\$1,298,000.00
Municipal Arts and Culture		
Fire Districts (total levies)	ACTUAL	\$14,802,776.00
Other Special Districts (total levies)		
Local School District	ACTUAL	\$123,870,121.00
Regional School District		
County Purposes	ESTIMATED	\$40,597,064.64
County Library		
County Board of Health		
County Open Space	ESTIMATED	\$3,585,793.00
Other County Levies (total)		
Total ESTIMATED amount to be raised by taxes		\$229,050,475.60

Revenue Anticipated, Excluding Tax Levy	24,807,062.08
Budget Appropriations, before Reserve for Uncollected Taxes	65,703,783.04
Total Non-Municipal Tax Levy	\$184,153,754.64
Amount to be Raised by Taxes - Before RUT	\$225,050,475.60
Reserve for Uncollected Taxes (RUT)	\$4,000,000.00
Total Amount to be Raised by Taxes	\$229,050,475.60

% of Tax Collections used to Calculate RUT 98.25%

If % used exceeds the actual collection % then
reference the statutory exception used

Tax Collections - ACTUAL as of Prior Year

Total Tax Revenue, Collections CY 2022	222,493,865.01
Total Tax Levy, CY 2022	224,137,675.78
% of Taxes Collected, CY 2022	<u>99.27%</u>
Delinquent Taxes - December 31, 2022	<u>\$1,540,702.63</u>

USER FRIENDLY BUDGET SECTION - ANTICIPATED REVENUE SUMMARY (ALL OPERATING FUNDS)

FCOA		% Difference Current vs. Prior Year	\$ Difference Current vs. Prior Year	Total Realized Revenue (Prior Year)	Total Anticipated Revenue (Current Year)	General Budget	Open Space Budget	Arts and Culture Trust Fund	Water-Sewer Utility	Utility	Utility	Utility	Utility
08	Surplus	9.61%	\$1,095,000.00	\$11,400,000.00	\$12,495,000.00	\$10,995,000.00			\$1,500,000.00				
08	Local Revenue	-2.22%	(\$453,238.85)	\$20,412,516.85	\$19,959,278.00	\$1,136,250.00			\$18,823,028.00				
09	State Aid (without offsetting appropriation)	5.91%	\$133,719.00	\$2,263,503.00	\$2,397,222.00	\$2,397,222.00							
08	Uniform Construction Code Fees	-0.15%	(\$3,676.00)	\$2,428,676.00	\$2,425,000.00	\$2,425,000.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
11	Shared Services Agreements	#DIV/0!	\$0.00	\$0.00	\$0.00								
08	Additional Revenue Offset by Appropriations	-0.75%	(\$16,836.37)	\$2,236,836.37	\$2,220,000.00	\$2,220,000.00							
10	Public and Private Revenue	-49.01%	(\$178,282.02)	\$363,744.10	\$185,462.08	\$185,462.08							
08	Other Special Items	-1.77%	(\$71,862.64)	\$4,069,990.64	\$3,998,128.00	\$3,998,128.00							
15	Receipts from Delinquent Taxes	-36.49%	(\$832,959.69)	\$2,282,959.69	\$1,450,000.00	\$1,450,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	1.50%	\$607,069.63	\$40,363,128.61	\$40,970,198.24	\$40,970,198.24							
07	Minimum Library Tax	11.79%	\$414,100.23	\$3,512,422.49	\$3,926,522.72	\$3,926,522.72							
54	Open Space Levy Tax	0.45%	\$5,595.02	\$1,250,164.98	\$1,255,760.00		\$1,255,760.00						
56	Arts and Cultural Levy Tax	#DIV/0!	\$0.00	\$0.00	\$0.00								
07	Addition to Local District School Tax	#DIV/0!	\$0.00	\$0.00	\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00	\$0.00	\$0.00								
	Total	0.77%	\$698,628.31	\$90,583,942.73	\$91,282,571.04	\$69,703,783.04	\$1,255,760.00	\$0.00	\$20,323,028.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION - APPROPRIATIONS SUMMARY (ALL OPERATING FUNDS)

FCOA	Budgeted Full-Time	Positions Part-Time	% Difference Current v. Prior Year	\$ Difference Current v. Prior Year	Total Modified Appropriation for Service Type (Prior Year)	Total Appropriation for Service Type (Current Year)	General Budget	Public & Private Offsets	Open Space Budget	Arts and Culture Trust Fund	Water-Sewer Utility	Utility	Utility	Utility	Utility
20	General Government	44.00	9.00	0.80%	\$33,034.00	\$4,141,254.00	\$4,174,288.00	\$4,174,288.00							
21	Land-Use Administration	3.00	0.00	2.52%	\$14,868.00	\$590,223.00	\$605,091.00	\$605,091.00							
22	Uniform Construction Code	13.00	0.00	4.90%	\$68,092.00	\$1,389,781.00	\$1,457,873.00	\$1,457,873.00							
23	Insurance			1.04%	\$76,816.00	\$7,401,469.00	\$7,478,285.00	\$7,478,285.00							
25	Public Safety	119.00	17.00	4.14%	\$712,304.86	\$17,222,572.14	\$17,934,877.00	\$17,907,370.00	\$27,507.00						
26	Public Works	44.00	8.00	0.24%	\$18,510.11	\$7,837,426.97	\$7,855,937.08	\$7,693,475.00	\$162,462.08						
27	Health and Human Services	3.00	0.00	2.45%	\$42,711.00	\$1,742,868.00	\$1,785,579.00	\$1,785,579.00							
28	Parks and Recreation	14.00	3.00	15.93%	\$289,669.00	\$1,818,217.00	\$2,107,886.00	\$2,103,636.00	\$4,250.00						
29	Education (including Library)	20.00	27.00	2.03%	\$83,079.00	\$4,089,930.00	\$4,173,009.00	\$4,173,009.00							
30	Unclassified	46.00	6.00	5.57%	\$843,635.69	\$15,158,125.71	\$16,001,761.40	\$74,603.40	\$483,213.00		\$15,443,945.00				
31	Utilities and Bulk Purchases			6.71%	\$130,930.00	\$1,951,000.00	\$2,081,930.00	\$2,081,930.00							
32	Landfill / Solid Waste Disposal			-7.60%	(\$14,600.00)	\$192,100.00	\$177,500.00	\$177,500.00							
35	Contingency			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
36	Statutory Expenditures			10.48%	\$800,305.61	\$7,636,871.39	\$8,437,177.00	\$7,465,353.00			\$971,824.00				
37	Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
42	Shared Services			-0.37%	(\$2,980.00)	\$800,982.00	\$798,002.00	\$798,002.00							
43	Court and Public Defender	4.00	1.00	4.35%	\$19,560.00	\$449,245.00	\$468,805.00	\$468,805.00							
44	Capital			57.93%	\$475,000.00	\$820,000.00	\$1,295,000.00	\$995,000.00			\$300,000.00				
45	Debt			-0.95%	(\$100,062.44)	\$10,549,633.00	\$10,449,570.56	\$6,069,764.56	\$772,547.00		\$3,607,259.00				
46	Deferred Charges			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
48	Debt - Type 1 School District			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
50	Reserve for Uncollected Taxes			-8.26%	(\$360,000.00)	\$4,360,000.00	\$4,000,000.00	\$4,000,000.00							
55	Surplus General Budget			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
	Total	310.00	71.00	3.55%	\$3,130,872.83	\$88,151,698.21	\$91,282,571.04	\$69,509,563.96	\$194,219.08	\$1,255,760.00	\$0.00	\$20,323,028.00	\$0.00	\$0.00	\$0.00

**USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES**

<i>Revenues at Risk</i>	<i>Non-recurring appropriation reductions</i>	<i>Future Year Appropriation Increases</i>	<i>Structural Imbalance Offsets</i>	Line Item. Put "X" in cell to the left that corresponds to the type of imbalance.	Amount	Comment/Explanation
		X		State Pension Increases	Undetermined	Subject to State Calculation
		X		Health Benefits Changes	Undetermined	Unknown

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

<u>Property Tax Assessments - Taxable Properties (October 1, 2022 Value)</u>				<u>Property Tax Assessments - Exempt Properties (October 1, 2022 Value)</u>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	1,625	\$206,375,900.00	2.47%	15A Public Schools	18	\$101,815,100.00	30.39%
2 Residential	20,986	\$6,973,248,800.00	83.30%	15B Other Schools	1	\$456,800.00	0.14%
3A/3B Farm	412	\$64,472,600.00	0.77%	15C Public Property	874	\$122,418,500.00	36.54%
4A Commercial	198	\$616,629,000.00	7.37%	15D Church and Charities	31	\$15,533,300.00	4.64%
4B Industrial	55	\$444,751,900.00	5.31%	15E Cemeteries & Graveyards	5	\$690,200.00	0.21%
4C Apartments	10	\$58,891,400.00	0.70%	15F Other Exempt	321	\$94,093,900.00	28.09%
5A/5B Railroad	3	\$0.00	0.00%				
6A/6B Business Personal Property	2	\$7,366,285.00	0.09%				
Total	23,291	\$8,371,735,885.00	100.00%	Total	1,250	\$335,007,800.00	100.00%
Average Ratio (%), Assessed to True Value		70.07%		Percentage of Exempt vs. Non-Exempt Properties			
Equalized Valuation, Taxable Properties		\$11,947,675,017.84		4.00%			
Total # of property tax appeals filed in 2022		County Tax Board		47.00			
		State Tax Court		36.00			
Number of 2022 County Tax Board decisions appealed to Tax Court				50.00			
Number of pending property tax appeals in State Tax Court				90.00			
Amount paid out by municipality for tax appeals in 2022				\$38,564.00			

<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</u>				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2022 Total Tax Rate
G Commercial/Industrial Exemption				
I Dwelling Exemption				
J Dwelling Abatement				
K New Dwelling/Conversion Exemption				
L New Dwelling/Conversion Abatement				
N Multiple Dwelling Exemption				
O Multiple Dwelling Abatement				
Total 5 Yr Exemptions/Abatements	0	0.00	0.00	0.00

**USER FRIENDLY BUDGET SECTION
Long Term Tax Exemptions**

Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions					Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions					Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions					Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions					
Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2022 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2022 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2022 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2022 Total Tax Rate	
Total Long Term Exemptions - Column Total		0.00	0.00	0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	
Mark "X" if Grand Total															Total Long Term Exemptions - GRAND TOTAL		\$0.00	\$0.00	\$0.00	

**USER FRIENDLY BUDGET SECTION
BUDGETED PERSONNEL COSTS**

Organization / Individuals Eligible for Benefit	# of Full-Time Employees	# of Part-Time Employees	Total Personnel Cost	Base Pay	Overtime and other Compensation	Pension (Estimate)	Health Benefits Net of Cost Share	Employment Taxes and Other Benefits
Governing Body	0.00	6.00	65,949.62	\$61,263.00	\$0.00	\$0.00	\$0.00	\$4,686.62
Supervisory Staff (Department Heads & Managers)	18.00	1.00	3,227,450.62	\$2,397,647.00	\$34,577.00	\$398,362.89	\$210,798.59	\$186,065.14
Police Officers (Including Superior Officers)	67.00	0.00	14,534,791.09	\$8,696,122.00	\$1,225,734.00	\$2,991,251.16	\$862,661.95	\$759,021.98
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
All Other Union Employees not listed above	161.00	33.00	21,146,177.22	\$13,412,903.23	\$1,930,909.25	\$2,100,857.38	\$2,527,705.71	\$1,173,801.65
All Other Non-Union Employees not listed above	64.00	31.00	10,108,659.41	\$7,640,436.00	\$247,529.52	\$901,525.90	\$715,738.63	\$603,429.36
Totals	310.00	71.00	49,083,027.96	\$32,208,371.23	\$3,438,749.77	\$6,391,997.33	\$4,316,904.88	\$2,727,004.75

Is the Local Government required to comply with N.J.S.A. 11A **(Civil Service)**? - YES or NO

NO

Note - **Base Pay** is the annualized rate of pay to which overtime (if eligible) and/or pension is calculated. Either calculation is fine at the discretion of the Local Unit. Overtime and other compensation is any other item that is charged as a salary and wage expense but not included in Base Pay.

USER FRIENDLY BUDGET SECTION - HEALTH BENEFITS

	Current Year # of Covered Members (Medical & Rx)	Current Year Annual Cost Estimate per Employee	Total Current Year Cost	Prior Year # of Covered Members (Medical & Rx)	Prior Year Annual Cost per Employee (Average)	Total Prior Year Cost
<u>Active Employees - Health Benefits - Annual Cost</u>						
Single Coverage	79.00	\$13,345.86	\$1,054,322.94	85.00	\$13,438.44	\$1,142,267.40
Parent & Child	16.00	\$24,229.26	\$387,668.16	14.00	\$24,394.26	\$341,519.64
Employee & Spouse (or Partner)	39.00	\$27,044.76	\$1,054,745.64	38.00	\$27,221.10	\$1,034,401.80
Family	87.00	\$39,326.10	\$3,421,370.70	88.00	\$39,592.38	\$3,484,129.44
Employee Cost Sharing Contribution (enter as negative -)			(\$1,408,322.00)			(\$1,428,326.00)
Subtotal	221.00		\$4,509,785.44	225.00		\$4,573,992.28
<u>Elected Officials - Health Benefits - Annual Cost</u>						
Single Coverage	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Parent & Child	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee & Spouse (or Partner)	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Family	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee Cost Sharing Contribution (enter as negative -)			\$0.00			\$0.00
Subtotal	0.00		\$0.00	0.00		\$0.00
<u>Retirees - Health Benefits - Annual Cost</u>						
Single Coverage	37	\$14,044.68	\$519,653.16	33	\$15,519.81	\$512,153.73
Parent & Child	3	\$28,582.80	\$85,748.40	3	\$29,591.82	\$88,775.46
Employee & Spouse (or Partner)	49	\$31,754.52	\$1,555,971.48	46	\$30,524.39	\$1,404,121.94
Family	23	\$42,705.96	\$982,237.08	20	\$45,509.82	\$910,196.40
Employee Cost Sharing Contribution (enter as negative -)			(\$2,757.00)			\$0.00
Subtotal	112.00		\$3,140,853.12	102.00		\$2,915,247.53
GRAND TOTAL	333.00		\$7,650,638.56	327.00		\$7,489,239.81

Note - other health insurances such as dental and vision are not included in this analysis unless included in the employees total premium. Therefore, the total from this sheet may not agree with the budgeted appropriation.

Is medical coverage provided by the SHBP (Yes or No)?

NO

Is prescription drug coverage provided by the SHBP (Yes or No)?

NO

USER FRIENDLY BUDGET SECTION - OUTSTANDING DEBT; PER CAPITA AND BUDGET IMPACT

	Gross	Deductions	Net					
	Debt		Debt	Current Year	2024	2025	All Additional Future	
				Budget	Budget	Budget	Years' Budgets	
Local School Debt	\$97,675,000.00	\$97,675,000.00	\$0.00	Utility Fund - Principal	\$2,128,969.99	\$2,198,969.99	\$2,283,969.99	\$29,363,585.13
Regional School Debt			\$0.00	Utility Fund - Interest	\$1,446,002.00	\$1,055,000.00	\$966,975.00	\$6,491,725.00
<u>Utility Fund Debt</u>				Bond Anticipation Notes - Principal	\$0.00			
Water-Sewer	\$62,077,515.00	\$62,077,515.00	\$0.00	Bond Anticipation Notes - Interest	\$192,700.00			
			\$0.00	Bonds - Principal	\$4,475,000.00	\$4,545,000.00	\$4,665,000.00	\$32,365,000.00
			\$0.00	Bonds - Interest	\$1,619,625.00	\$1,438,475.00	\$1,253,675.00	\$4,505,900.00
			\$0.00	Loans & Other Debt - Principal	\$522,093.16	\$273,503.38	\$8,009.00	\$0.00
			\$0.00	Loans & Other Debt - Interest	\$32,893.40	\$10,706.90	\$81.00	\$0.00
			\$0.00	Total	\$10,417,283.55	\$9,521,655.27	\$9,177,709.99	\$72,726,210.13
<u>Municipal Purposes</u>				Total Principal	\$7,126,063.15	\$7,017,473.37	\$6,956,978.99	\$61,728,585.13
Debt Authorized (BNI)	\$21,458,791.75		\$21,458,791.75	Total Interest	\$3,291,220.40	\$2,504,181.90	\$2,220,731.00	\$10,997,625.00
Notes Outstanding	\$8,200,000.00		\$8,200,000.00	% of Total Current Year Budget	11.41%			
Bonds Outstanding	\$46,050,000.00	\$14,320,346.28	\$31,729,653.72					
Loans and Other Debt	\$39,259.46		\$39,259.46					
Total (Current Year)	\$235,500,566.21	\$174,072,861.28	\$61,427,704.93	Description	Debt Not Listed Above			
				Total Guarantees - Governmental				
				Total Guarantees - Other				
				Total Capital/Equipment Leases				
				Total Other				
Population (2020 census)	48,594			Bond Rating	Moody's	Standard & Poors	Fitch	
Per Capita Gross Debt	\$4,846.29			Rating		AA+		
Per Capita Net Debt	\$1,264.10			Year of Last Rating		2023		
3 Year Average Property Valuation		\$10,670,904,170.67		Mark "X" if Municipality has no bond rating				
Net Debt as % of 3 Year Average Property Valuation		0.58%						

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

Lead or Recipient Agency	Agency Type	Agency Providing Services To/Receiving Services From	Department	Type of Shared Service	Notes (Enter more specifics if needed)	Begin Date	End Date	Amount to be Received/Paid
Recipient	County	Middlesex County		Recycling		ongoing	ongoing	\$630,000.00
Recipient	County	Middlesex County		Health and Human Services		ongoing	ongoing	\$103,002.00
Recipient	Municipality	South Brunswick Township		Communications	Mobile Data Terminals Maintenance	ongoing	ongoing	\$72,000.00
Recipient	Fire District	Monroe Township Fire District #3		Shared Facilities	Township EMS sharing Fire Building	1/1/2022	ongoing	\$65,000.00
	Amount Received Page Total							\$0.00
	Amount Paid Page Total							\$870,002.00
	Page Total							\$870,002.00

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

Lead or Recipient Agency	Agency Type	Providing Services To/Receiving Services From	Department	Type of Shared Service	Notes (Enter more specifics if needed)	Begin Date	End Date	Amount to be Received/Paid
	Amount Received Total							\$0.00
	Amount Paid Total							\$870,002.00
	Total							\$870,002.00

USER FRIENDLY BUDGET SECTION - Notes

(Press ALT-Enter to go to a new line in each cell)
