

Midterm Capital Budget Adjustments for FY 2017

Any requests for additional bonding should only reflect projects that are essential to be completed in Fiscal Year 2017.

Agencies may also request to reallocate or to change the legislative language for amounts that have already been authorized.

Midterm capital budget requests will be made by completing the requested information in the Excel workbook (which has a tab for each agency that has bond authorizations). The workbook contains details existing bond authorizations that have unallocated balances available from FY 2016 and prior years. It also details bond authorizations enacted by the General Assembly which will become effective on July 1, 2016 for FY 2017.

To complete your capital budget request, find the tab for your agency in the workbook.

Please indicate (Y/N) whether an adjustment is required for each bond authorization listed.

If an adjustment is requested, please indicate the amount of the adjustment (a positive amount for an increase, a negative amount for a reduction or cancellation or blank for a legislative language change).

If you are requesting an adjustment to a bond authorization you must provide a detailed justification for the adjustment. Please send any supporting documentation electronically, including a detailed project budget to: Steven.Kitowicz@ct.gov and Brian.Tassinari@ct.gov.

Once you have completed your midterm capital budget request, please submit two (2) hard copies of your spreadsheets accompanied by a letter of submittal signed by the agency head. The spreadsheets should also be sent electronically to Steven.Kitowicz@ct.gov and Brian.Tassinari@ct.gov.