

## BUDGET CONTACT LIST

The following people can to assist you with questions regarding the budget process:

<u>TOPIC</u>	<u>CONTACT PERSON</u>	<u>PHONE NUMBER</u>	<u>EMAIL</u>
Base Budget	Marc Magruder	382-6960	<a href="mailto:magrudermm@montgomerycountyva.gov">magrudermm@montgomerycountyva.gov</a>
Forms	Susan Dickerson	394-2120 x 54072	<a href="mailto:dickersonss@montgomerycountyva.gov">dickersonss@montgomerycountyva.gov</a>

## BUDGET CHECKLIST

YOUR EMAILED SUBMISSION SHOULD INCLUDE THE FOLLOWING:



- MC Budget Form 1A (*all agencies*)
- MC Budget Form 1B-Revenue and Expense (*all agencies*)
- MC Budget Form 2A (*Human Services Agencies only*)
- MC Budget Form 2B (*Human Services Agencies only*)
- Copy of last audit (*all agencies*)

***All submissions must be received by December 31, 2023.***

Email your completed submission and your agencies last audit to Susan Dickerson at [dickersonss@montgomerycountyva.gov](mailto:dickersonss@montgomerycountyva.gov).