

**BUDGET CHANGE FORM**

| Type of Change  | From     |         | To           |         |
|---|----------|---------|--------------|---------|
|   | Account  | Amount  | Account      | Amount  |
| <b>Check one:</b><br><input checked="" type="checkbox"/> Budget Appropriation<br><input type="checkbox"/> Budget Transfer | 100-3591 | \$1,000 | 100-714-4221 | \$1,000 |

**Explain the reason for the budget change:**

**Background:** The Milpitas Wal-Mart Store has donated a check in the amount of \$1,000 to the Milpitas Police Department under the auspices of the Wal-Mart Foundation's Community Grants Fund. There was no application required for this donation and there are no specific requirements concerning how these funds are to be expended.

The Police Department is in receipt of this check and recommends that the funds be utilized to purchase community relations handout materials utilized during the annual National Night Out event and supplies for programs run by the Citizen Volunteers and the Police Explorers.

**Fiscal Impact:** A budget appropriation in the amount of \$1,000 for Police Department supply budget from grant revenue.

**Recommendation:**  
 Authorize the Police Department to accept the Wal-Mart grant funds in the amount of \$1,000 and approve a budget appropriation to purchase National Night Out handout materials and supplies for the Police volunteer programs.

Check if City Council Approval required.      Meeting Date: January 5, 2010

| Itemization of funds, if needed:            |                                       | Amount         |
|---|---------------------------------------|----------------|
|   |                                       |                |
| Requested by:                               | Division Head:                        | Date:          |
|   | Department Head: <i>Dennis J. ...</i> | Date: 12-23-09 |
| Reviewed by:                                | Finance Director: <i>M. C. ...</i>    | Date: 12/23/09 |
| Approved by:                                | City Manager:                         | Date:          |
| Date approved by City Council, if required: |                                       | Confirmed by:  |