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| Requesting agency: |  |
| Date Submitted: |  |  | Phone: |  |
| Agency Contact: |  |  | Email: |  |

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| **Agency Request—Executive Summary** |
| *As authorized by 2020 SB 66 Sec. 23(a), the Legislature enacted a procedure for state agencies to request coronavirus response funding in FY 2020 and FY 2021 from the Legislative Coordinating Council, upon review and recommendation by the Legislative Budget Committee. The appropriation proviso requires the requests to be submitted to the Director of the Budget. In total, $50.0 million from this fund is available in FY 2020 and FY 2021. State agencies should electronically submit this request to your assigned budget analyst and copy* *julie.thomas@ks.gov* *and* *larry.campbell@ks.gov**. Your analyst information can be found here:* [*https://budget.kansas.gov/division-staff/*](https://budget.kansas.gov/division-staff/)*.**In an executive summary, please describe the request below. The description should include: (1) how the request directly relates to the Coronavirus Pandemic; (2) how the request is critical to your agency’s operation; and (3) who are the stakeholders that would be affected with this request.* |
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| **Fiscal Effect Assessments** |
| Does this request directly relate to public and/or life safety? | Yes [ ]  No [ ]  Unknown [ ]  |  |
| Does this request involve agency budget stabilization? | Yes [ ]  No [ ]  Unknown [ ]  |  |
| Does this request involve matching state funds for federal funds? | Yes [ ]  No [ ]  Unknown [ ]  |  |
| Is this a one-time request? | Yes [ ]  No [ ]  Unknown [ ]  |  |
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| **Expenditures** |

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| **Assumptions Used in the Request** |
| ***Expenditures:*** *Detail the assumptions made in preparing the request.* ***Explain why these requested expenditures cannot be funded within current resources and why funds available through the federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) could not be utilized by your agency for this request.*** *Describe agency expenditures that would occur if this request is approved by the Legislative Coordinating Council and how workload assumptions translate into the cost estimates. A description of how urgent the need of this request needs be outlined in this section. If the request would increase the number of FTE positions for your agency, either permanent or temporary, explain here. Distinguish between one-time and ongoing costs.* |
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| **Long-Term Fiscal Considerations** |
| *If the request would be on going, beyond those shown in the table on the previous page, explain the long-term fiscal effect.* |
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| **Local Governments, Organizations, or Individuals Affected** |
| *If the request would affect local governments, organizations or individuals, identify which would be affected (e.g., cities, counties, school districts, water districts, hospitals, etc.)* |
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**References/Sources**

If there are supporting documents or spreadsheets explaining calculations or assumptions, please attach them.

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| **Division of the Budget****Recommendation & Comments**Recommend [ ]  Not Recommended [ ]  No Recommendation [ ]  |
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