

7/16/26

To: Board of Clay Township

Subject: Request for Additional Appropriation Funds

I am writing to formally request an additional appropriation of \$15,000 due to a shortfall in the current budget.

The additional funds are necessary to address the budget deficit and ensure that the Township can meet its financial obligations. We respectfully request that the board reviews and considers this appropriation.

A budget meeting will be held on Monday, September 21, at 5:00 PM at the Trustee's home to discuss the request and the necessary budget adjustments.

The adoption meeting will be held on Monday, October 5, at 5:00 PM at the Trustee's home, at which time the additional appropriation may be formally considered and adopted.

Thank you for your consideration and attention to this matter. Please let me know if any additional information or documentation is needed prior to the meetings.

Respectfully,

Jennifer M Nies

Trustee

Clay Township, Cass County Indiana