**Date Adopted:** 07/08/2021 **Working Instruction Number**:

Reviewed : 02/10/2022 2021-32

**CITY OF AURORA, COLORADO**

**VETERANS AFFAIRS COMMISSION**

**ALIGNING VAC PROJECTS AND FUNDING NEEDS WITH THE CITY BUDGET PROCESS**

**1. Purpose**: Proposes the VAC align project selection with the City’s budget cycle.

**2. Discussion**

2-1. City Budget Cycle: The City’s budget cycle starts in the early part of the calendar year for the next fiscal year – which is a calendar year. By November/December, the Council approves a budget for the coming year.

2-2. VAC Project Cycle: The VAC selects projects after the election of new officers in January/February of each year--after the City budget cycle for the year is over. As a result, the VAC has no real opportunity to obtain additional funds for its projects.

2-3. Impact on the VAC: If the commission changes its project selection window to align with the City budget cycle, projects would be selected in January/February for the following year. For example, projects would be selected in January/February 2021 for calendar year 2022. Projects selected for 2022 would be done under the leadership of a chairperson and vice-chairperson who were elected in January 2021. When the 2022 officers take office, their project slate will have been set the prior year obligating them to continue any project that received special Council funding. Few projects would need or receive special Council funding as most projects do not need additional funds. For example, in the 2021 project slate, the only project that requires special funding is the Veteran Population study which would have been submitted for funding in late February for funding in 2022. If this had received Council funding for 2022, it would have to be continued in 2022 and possibly beyond. All the other 2021 projects could be changed under new Commission leadership.

2.4. The key issue is ensuring continuity of special Council funded projects by newly elected commission leaders. This can be achieved if during elections, the Commission requires individuals who are running for chairperson or vice chairperson to certify/verify that they will continue any project that received special Council funding if elected.