



# City of Newport News

Department of Budget and Evaluation  
2400 Washington Avenue, 9<sup>th</sup> Floor  
Newport News, Virginia 23607

Telephone (757) 926-8733

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May 31, 2019

Ms. Gina Lewis  
Peninsula Foster Grandparents  
1320 LaSalle Avenue  
Hampton, VA 23669

Dear Ms. Lewis:

The City of Newport News Operating Budget for Fiscal Year 2020 (July 1, 2019 through June 30, 2020) has been approved by City Council. We are pleased to inform you that the budget includes a Community Support Agency Grant (CSAG) appropriation of \$20,000 for the Peninsula Foster Grandparents.

Unless otherwise discussed and agreed upon, these funds will be released incrementally as explained on the City's website at <http://www.nngov.com/213/Community-Support-Agency-Grant-Program>. Reporting forms, instructions and the timeline may also be downloaded from this site.

Payments for Fiscal Year 2020 will be disbursed as follows, provided the required reporting is submitted in accordance with grant conditions by the specified deadlines:

- 25% in July/August, 2019
- 25% in November, 2019
- 25% in February, 2020
- 25% in July, 2020

The forms are available on the website listed above; all required reports must be signed by the appropriate agency officials to satisfy audit requirements. The completed forms may be emailed to the Department of Budget and Evaluation ([budget@nnva.gov](mailto:budget@nnva.gov)) or a hard copy can be mailed to the address above.

Information regarding FY 2021 grants will be publicized on the City website in late October 2019. Applications will be available on this site.

The City of Newport News is pleased to assist your community service. Please call the Department of Budget and Evaluation at 926-8733 if there are any questions.

Sincerely,

Constantinos Velissarios  
Senior Budget Analyst

JUN 04 2019