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| STATE OF CALIFORNIA  UNANTICIPATED COST FUNDING REQUEST  DF-580 (REV 04/11) | | | Department of Finance  915 – L Street  Sacramento, CA 95814 | | |
| I. APPROPRIATION/FUND TO BE ADJUSTED | | | | | |
| DEPARTMENT: | | ITEM NUMBER: | | | |
| FUND: | | AMOUNT OF FUNDING REQUESTED: | | | FISCAL YEAR: |
| **II. JUSTIFICATION FOR REQUEST (Please provide the following information: reason for expense and basis of determination that the expense is needed.)** DOF may not approve requests for: (a) capital outlay funding, (b) prior year expenses, (c) expenses related to legislation enacted without an appropriation, (d) startup costs of programs not yet authorized by the Legislature, (e) costs that could have been included in May Revision, and (f) costs that the Administration has the discretion to incur or not incur. (Use attachments if additional space is needed.) | | | | | |
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| III. EMERGENCY NOTIFICATION | | | | | |
| Is this an emergency request for funding unanticipated costs? (An emergency request is for expenses incurred in response to conditions of disaster or extreme peril that threaten the immediate heath or safety of persons or property in this state.)  NO  YES (If yes, please provide reason for expense and basis for determining this an emergency. Use attachments if additional space is needed.) | | | | | |
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| **IV. PROVIDE A DETAILED EXPLANATION OF ALL LEGALLY PERMISSIBLE STEPS THAT HAVE BEEN TAKEN TO AVOID ADDITIONAL COSTS, (e.g., reduce spending, etc.) (Add attachments if additional space is needed.)** | | | | | |
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| V. WAS THIS NEED FOR FUNDING PREVIOUSLY DENIED IN A LEGISLATIVE BUDGET COMMITTEE ACTION? (Use attachments if additional space is needed.)  NO YES (when and why?) | | | | | |
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| VI. MONTH AND YEAR WHEN SPENDING AUTHORITY TO OBLIGATE FUNDS (not make cash payment) WILL BE NEEDED. | | | | | |
| Month: \_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_\_\_ | | | | | |
| VII. REQUESTING DEPARTMENT | | | | | |
| Approved By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **VIII. AGENCY SECRETARY (IF APPROPRIATE)** | | | | | |
| Approved By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| IX. DEPARTMENT OF FINANCE | | | | | |
| Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date of Notice to Legislature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |