The information contained below is to assist you and your department with proper completion of the required Financial Disclosure Report.

**Page 1**

This page is the general demographic information of the fire department, fire department governing body, and generalized operational information. Below you will find explanatory information for several areas of information to assist you with completion of the form and ensure that up-to-date and current information is submitted to the Kentucky Fire Commission office.

Section 1 – This section should be completed with the general information of the fire department and current contact information.

Section 2 – You will mark the appropriate box determined by the box definitions below

**Chapter 273** – A fire department whom **does not** receive tax monies. Your department gets its funding from fundraisers, donations, State-Aid, and dues paid to the department or the county and then distributed to the department.

**Chapter 75** – A fire department whom is or was established under KRS Chapter 75 and receives funding from property taxes paid by property owners within a given boundary.

Section 3 – General information questions concerning the fire department and governing body.

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**Amendments/Transfers** – This section shall be completed for FY2020 (July 1, 2019 – June 30, 2020). This section will only be completed, if there was a change in a noted category from what was submitted as a “Budget Estimate” at the beginning of the physical year. You will only note the amount of the change in each category, such as if you received $8,000 less in taxes you would put in -$8,000.

**Year-End Actuals** – This section shall be completed for FY2020 (July 1, 2019 – June 30, 2020). This section will be completed for the total amount of funds received and expended for the fiscal year. If there was no change from your budget estimates then the number should be the same. If you show change in “Amendments/Transfer” this amount should differ from your previously submitted “Budget Estimates”

**Budget Estimates** - This section shall be completed for FY2021 (July 1, 2020 – June 30, 2021). This section will be completed for the amount of funds that your department expects and receive and expend over the next fiscal year.

**This document shall be submitted to the Fire Commission Office at 118 James Court Lexington, KY 40505 starting July 1, 2020 and no later than September 1, 2020. You may also email to** **fdstateaid@kctcs.edu** **.**