

# Memo

**To:** Non-Governmental Agencies and Organizations

**From:** Alicia Hargrove, Finance Director

**Date:** December 22, 2025

**Re:** Funding Application for Budget Requests for Fiscal Year 2026-27

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The City of Emporia is beginning the process of preparing its operating budget for the upcoming fiscal year. If your organization intends to request funding from the city, the enclosed application must be completed and submitted no later than the close of business on Friday, January 30, 2026.

After I have an opportunity to review your request, I may contact you to schedule a meeting to discuss your funding request for the 2026-2027 fiscal year. Please feel free to contact me with any questions regarding the process or the application form.

Thank you for your cooperation.