

**OFFICE OF THE ATTORNEY GENERAL  
CRIME STOPPERS TRUST FUND**



<b>Check the Appropriate Box</b>		<b>Modification Number:</b> #9(Mar.)
10% Emergency Transfer Notice <input type="checkbox"/>	<b>Budget Modification</b> <input checked="" type="checkbox"/>	
<b>BUDGET MODIFICATION</b>		
<b>Agency Name:</b>	Pinellas County Board of County Commissioners	<b>Grant Number:</b>
<b>Grant Funding Period:</b>	7/1/2016 Through 6/30/2017	PC19-16

Budget Modification Notice/Request	Current Approved Budget	%	Amount of Change (+ or -)	Proposed Budget	%
Rewards & Public Education	\$124,471.00	63.80%	\$0.00	\$124,471.00	63.80%
Operating Expenses	\$12,312.41	6.31%	\$0.00	\$12,312.41	6.31%
Salary Expenses	\$58,296.94	29.88%	\$0.00	\$58,296.94	29.88%
<b>TOTAL:</b>	\$195,080.35	100.00%	\$0.00	\$195,080.35	100.00%

\*If any percentages are highlighted in red, your Budget Modification will not be processed.

**Indicate the Budget Line Item number monies will be taken from and list which Budget line item number monies will be transferred to. (Additional Pages may be added)**

From Line Item #	Amount	To Line Item #	Amount
53 - General Office Supplies	-\$150.00	66 - CSUSA Membership Dues	\$150.00
89 - Lisa Carrillo	-\$4,935.72	88 - Deborah Martino	\$4,935.72
<b>Total:</b>	-\$5,085.72	<b>Total:</b>	\$5,085.72

RECEIVED

MAR 10 2017

CRIMINAL JUSTICE PROGRAMS  
FCPTI

**OFFICE OF THE ATTORNEY GENERAL  
CRIME STOPPERS TRUST FUND**

**Complete the box below if requesting a Budget Modification. You must provide justification.**

We are completing this budget modification in order to increase the funds in Line Item 66 – CSUSA Dues from \$300 to \$450. The additional \$150 expense was not anticipated when we were writing our grant proposal, as previously, we were pro-rating our annual dues and expected to pay \$150 again. Due to a change in dues billing by CSUSA, we propose to move the \$150 from line item 53-General Office Supplies, to cover this shortage, and remain in good standing as members of CSUSA. Additionally, due to the elimination of the part-time position of our Senior Office Assistant (Lisa Carrillo), the Coordinator (Deborah Martino) will be assuming responsibility of additional duties. Those duties include, but are not limited to: Submitting check requests for vendor invoices, recording and mailing payments, as needed; Running the "Tip Allocation Report" every 30-60 days to list the tips that are still open and need follow up. Sending inquiry emails to the proper agency/division; Maintaining up-to-date logs and files of vehicle mileage, postage used, cases profiled, law enforcement agency contact. Additionally, the Coordinator is now solely responsible for research & dissemination of tips, as well as receiving calls from tipsters looking for updates on their tips each Wednesday. The total amount we request be transferred from line item 89 to 88 is \$4,935.72. Breakdown is as follows: \$3,298.58 (Salary), \$274.63 (FICA), 246.84 (Retirement), 979.96 (Insurance) and 135.71 (Worker's Comp).

**Indicate in the box below what impact this modification will have on your program.**

This modification will allow us to assure that we have adequate funds to cover our CSUSA dues for 2017, thus allowing our program access to a nationwide network of programs and up to date knowledge of best practices. Additionally, this modification, if approved, will allow us to cover more of the program coordinator's salary, as she has taken on several additional duties, as a result of the loss of Lisa Carrillo's position (Senior Office Assistant) in our program. Our goal is to continue to remain a resource to the citizens of Pinellas County in the fight against crime, while remaining anonymous.

  
\_\_\_\_\_  
Signature of Crime Stopper Program Project Director


3/8/17  
Signature Date

  
\_\_\_\_\_  
Signature OAG Research & Training Specialist

3/11/17  
Signature Date

  
\_\_\_\_\_  
Approved by OAG Program Administrator

3/13/17  
Signature Date

  
\_\_\_\_\_  
Approved by Bureau Chief, Criminal Justice Programs

3/13/17  
Signature Date

**MAIL TO: Office of the Attorney General, Crime Stoppers, The Capitol, PL-01, Tallahassee, FL 32399-1050**

CSA-2.2 - Budget Modification - Revised (08/2015)

Rule 2A-9.006(7)(j), Florida Administrative Code



**CRIME STOPPERS**  
PINELLAS COUNTY

1-800-873-TIPS (8477)

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Deborah Martino  
Coordinator

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Pinellas County

Bernie McCabe, State Attorney  
6<sup>th</sup> Judicial Circuit

**Crime Stoppers of Pinellas County, Inc.**  
"WE'RE FIGHTING CRIME ONE CALL AT A TIME!"

March 8, 2017

Mr. Adrian Dillon  
Crime Stoppers Trust Fund  
Office of the Attorney General  
Division of Victim Services  
and Criminal Justice Programs  
PL-01, The Capitol  
Tallahassee, Florida 32399-1050

Dear Mr. Dillon-

Enclosed, please find our March 2017 Budget Modification submitted for Crime Stoppers of Pinellas County, with original signature.

Sincerely,

Deborah Martino  
Coordinator - Crime Stoppers of Pinellas County, Inc.

[www.CrimeStoppersOfPinellas.org](http://www.CrimeStoppersOfPinellas.org)



Find us on FACEBOOK

P.O. Box 416, Largo, FL 33779-0416