

<u>TITLE OF THE RESOLUTION</u>	Emergency Appropriation
<u>STATUTORY REFERENCE</u>	NJSA 40A:4-49
<u>INSTANCE WHEN YOU WOULD TYPICALLY USE</u>	Pressing need for public expenditures 40A:4-49 requests permission to exceed 3%
<u>LIMITATIONS</u>	Over 3% of total operating appropriations
<u>RELATED STATUTORY OR OTHER REFERENCES</u>	NJSA 40A:4-46
<u>NUMBER OF COPIES DLGS</u>	2
<u>DOCUMENTATION REQUIRED</u>	Statement by CFO
<u>OTHER INFORMATION</u>	None
<u>VOTE FOR PASSAGE</u>	2/3 of the full membership
<u>EFFECTIVE DATE</u>	Date of approval by DLGS
<u>THE PROPER FORM AND HOW TO FILL IT IN</u>	Please see sample resolution on the next page
<u>VOTE NECESSARY</u>	Yes
<u>DATE OF FILING</u>	3 Days

OVER 3% EMERGENCY RESOLUTION (N.J.S.A. 40A:4-49)  
RESOLUTION

WHEREAS, an emergency has arisen with respect to (state reason and condition in full) and no adequate provision was made in the XXXX budget of the aforesaid purpose, and N.J.S.A. 40A:4-46 provides for the creation of an emergency appropriation for the purpose above mentioned, and;

WHEREAS, the total amount of emergency appropriation(s) created including this appropriation to be created by this resolution is \$xxx,xxx,xxx.xx and three percent of the total operations in the budget for the year XXXX is \$xxx,xxx.xx, and;

WHEREAS, the foregoing appropriation together with prior appropriations exceeds three percent of the total current appropriations (including utility operating appropriations) in the budget for XXXX,

NOW, THEREFORE BE IT RESOLVED by the Council of the Township of Jersey, in the County of Jersey (not less than two-thirds of all members thereof affirmatively concurring) that in accordance with N.J.S.A. 40A:4-49 the Director of the Division of Local Government Services is herewith petitioned for permission to exceed the statutory limitation of 3% for the creation of an emergency appropriation for the purposes stated above in accordance with the following:

1. An emergency appropriation be and the same is hereby made for (list appropriation line item titles and amounts)
2. That the Chief Financial Officer has certified that the expenditures to be financed through this resolution are related to the aforementioned emergency.
3. That said emergency appropriation shall be provided in full in the xxxx budget.

IF EMERGENCY NOTES ARE NECESSARY TO FINANCE THE EMERGENCY, INCLUDE  
ITEMS 4-6

4. That an "Emergency Note" not in excess of the above amount be authorized pursuant to N.J.S.A. 40A:4-48 and in accordance with the provisions of N.J.S.A. 40A:4-51.
5. That an "Emergency Note shall be executed by the Chief Financial Officer and by the Township Clerk.
6. That said note be dated xx/xx/xx, be renewed from time to time and such notes and any renewals thereof shall be payable on or before December 31, xxNY. (insert further details such as place of payment, etc.)

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed with the Director, Division of Local Government Services.

ROLL CALL:  
STATEMENT RE:  
EMERGENCY RESOLUTION

This statement must be prepared in duplicate by the Chief Financial Officer or other responsible official, and must be filed with the Municipal Clerk prior to the

adoption of the emergency resolution. The duplicate thereof must be filed with the Director of Local Government Services at the time of filing the emergency resolution.

Need of Emergency Appropriation:

*[DOCUMENT FULLY THE CIRCUMSTANCES FOR THE EMERGENCY RESOLUTION. SHORT TERSE STATEMENTS SUCH AS "INSUFFICIENT APPROPRIATION," "ROADS NEED REPAIR" ARE NOT ACCEPTABLE AND WILL ONLY DELAY THE REVIEW OF THE EMERGENCY.]*

Date of Occurrence: \_\_\_\_\_

Have any contracts been awarded or purchase orders placed in connection with this emergency appropriation? \_\_\_\_\_

Have any payments been made in connection with this emergency appropriation?  
\_\_\_\_\_

If costs are in excess of \$[bid limit] for either labor or materials, or both, will bids be advertised for? \_\_\_\_\_

If not, have resolutions been adopted declaring an exigency to exist which will not permit the advertisement for public bids? \_\_\_\_\_

Will work be performed by contract, force account or otherwise? \_\_\_\_\_

Signed \_\_\_\_\_  
Title CHIEF FINANCIAL OFFICER

Dated: \_\_\_\_\_