



County of Albemarle

Attachment A – Staff Resources to support the Fire Rescue Foundation.

County staff were asked to provide an understanding of the scope of resources required to support the creation of and maintenance of a positive working relationship with a fire rescue foundation.

Albemarle County Fire Rescue (ACFR)

ACFR estimates their involvement in the initial setup to be minimal, and that once established, the resource commitment from the department would be attendance at quarterly meetings, estimated at 2 hours per meeting. However, the net time savings for the department is expected to be greater, as presently donations received by the department have to be processed individually, with touchpoints in ACFR, Finance & Budget, and the Clerk's Office. Once a foundation is established, the foundation would collect donations, streamlining this workflow substantially.

Finance & Budget (DF&B)

DF&B estimates 10-15 hours to review drafts associated with the organizing documents and ongoing appropriations and compliance efforts to be between 5-10 hours annually.

County Attorney's Office (CAO)

The CAO estimates its time to be limited to the initial drafting and negotiation of a memorandum of agreement between the County and the foundation and for that effort to take between 10-15 hours.