



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

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Director

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Population Changes Due To Annexations or Boundary Adjustments

Allocations to localities eligible for "599" funding are determined by a formula that uses, among other variables, population. The *Code of Virginia* provisions governing the "599" program require the Department of Criminal Justice Services (DCJS) to use population data from the U.S. Census and the Weldon Cooper Center for Public Service at the University of Virginia. However, the *Code* also gives DCJS authority to make adjustments for population changes caused by annexations or boundary adjustments when those changes have not yet been incorporated into the data from the Census Bureau or the Center for Public Service.

In order for DCJS to make timely adjustments in response to these population changes, we request that you notify us when your locality **completes** an annexation or boundary adjustment by providing a copy of the **final** court order, the agreement (if any) between the participating localities, and any official documentation of the population gained or lost by your locality as a result of the annexation or boundary adjustment.

Please note that we will not make population adjustments and recalculate "599" allocations for the fiscal year in which the annexation or boundary change takes effect. However, if we receive the requested information on or before April 1 each year, we will use the resulting adjusted population in calculating "599" allocations for the next fiscal year.

Thank you for your attention to this matter; if you have questions, please contact [Joe Marshall](#) at 804.786.1577.