



Request for Budget Adjustment - Intra-Fund Transfer

This form is used to request a transfer of Appropriations/Budget from one account to another, within the same Fund.

Department/Fund: Grants Administration/09

Account Decreased (Taken from)	Account Number	Amount Adjustment
Unappropriated Federal Fund Balances		\$2,245.00
Account Increased (Added to)	Account Number	Amount Adjustment
2008 Internet Crimes Grant	09-100-0641-00	\$2,245.00

0.00

Reason for Request of Change:

The appropriations for the purchase of a computer lapse at 12-31-08. The purchase order was not paid in 2008 until 2009, therefore we need to approve this amendment to cover this payment. This expenditure has already been fully reimbursed from the State of Arkansas. Thus there is no cost to the City of Jonesboro.

Person Requesting Adjustment:

Signature

Date

Department Head:

Signature

Date

Committee Chair:

Signature

Date

Finance Director

Signature

Date

Mayor:

Signature

Date