

Posting Year:	Posting Date:	Posting #	Doc #
" Period:		Ref #	Initials:

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO:	Bina Patel, Director of Finance	FROM:	Martina Sell on behalf of HR
BUREAU:	Department of Finance	BUREAU:	Human Resources

**TRANSFER DETAIL**

Date of Request:	25-Oct-24	Fund: General	Transfer Amount: \$	89,000.00
------------------	-----------	---------------	---------------------	-----------

**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-06-0603-0001-34	\$ 89,000.00	\$ 243,050.00	\$ 110,729.92	\$ 21,729.92
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**TO (CREDIT)**

000-06-0603-0001-46	\$ 89,000.00	\$ 588,850.00	\$ 1,216.77	\$ 90,216.77
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**Reason Transfer is Required:**  
 Funds need to be moved because 2023 Q4 unemployment was paid in 2024 leading to higher than budgeted unemployment expenses in 2024

**Reason Funds are Available for Transfer:**  
 The funds are available in the training account because tuition reimbursement has not been as costly as predicted.

**TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS**

<input type="checkbox"/>	Check if amount is equal to or less than \$5,000.00
<input checked="" type="checkbox"/>	Check if amount is greater than \$5,000.00
Department Head/Deputy Director:	Date:
Director of Finance/Deputy Director: <i>Jessica Barakat</i>	Date: <i>10/31/24</i>
City Controller (if amount is greater than \$5,000): <i>H. S. [Signature]</i>	Date: <i>10-31-24</i>
Mayor/Managing Director (if amount is greater than \$10,000): <i>[Signature]</i>	Date: <i>11-6-24</i>
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

**CITY COUNCIL**

Cynthia Mota, President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Santo Napoli, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cecilia Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: