# City of Cocoa Budget Adjustment Form FY 2018

**SELECT ADJUSTMENT TYPE:** BUDGET TRANSFER **REQUESTING DEPARTMENT #:** 1500 **DATE PREPARED:** 04/17/18

'FROM' ACCOUNT(S)

| ADJUSTMENT AMOUNT | ACCOUNT NUMBER | PROJECT NUMBER | ACCOUNT NAME | ORIGINAL BUDGET | AMENDED BUDGET | ADJUSTED BUDGET | UNENCUMBERED BALANCE |
|---|---|---|---|---|---|---|---|
| ($ 5,473) | 001-1600-513.39-00 | | CONTINGENCY | $ 309,476 | $ 75,832 | $ 70,359 | $ 70,359 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| ($ 5,473) | TOTAL | | | | | | |

'TO' ACCOUNT(S)

| ADJUSTMENT AMOUNT | ACCOUNT NUMBER | PROJECT NUMBER | ACCOUNT NAME | ORIGINAL BUDGET | AMENDED BUDGET | ADJUSTED BUDGET | UNENCUMBERED BALANCE |
|---|---|---|---|---|---|---|---|
| $ 5,473 | 001-1600-513.83-01 | | MISC GRANTS/DONATIONS | $ 15,200 | $ 15,200 | $ 20,673 | $ 20,673 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 0 | | | | $ 0 | $ 0 | $ 0 | $ 0 |
| $ 5,473 | TOTAL | | | | | | |

**REASON/JUSTIFICATION FOR ADJUSTMENT:**

This transfer is to cover the cost of the Donation Application Request for the Endeavour Book Project. Endeavour Elementary has concluded the donation of grade level specific books would provide the students of Endeavour Elementary the necessary advantage to improve the student's individual performance and lead to long term success. The school has provided the City with a quote for the specific books needed and the grant application reflects such request ($5,473). Agenda 18-121

**City COUNCIL APPROVAL REQUIRED?** ***YES*** (●) ***NO*** ( ) ***DATE APPROVED:*** 04/24/18 ***RESOLUTION #:*** 2018-026

***City Council approval is needed for all transfers greater than $50,000 and transfers between Departments / Funds. Attach copy of agenda item and City Clerk's Journal noting approval.***

| | | | | | |
|---|---|---|---|---|---|
| 4/17/18 | Lea Taylor Digitally signed by Lea Taylor Date: 2018.04.17 16:17:30 -04'00' | 4/17/18 | Lea Taylor Digitally signed by Lea Taylor Date: 2018.04.17 16:21:53 -04'00' | 4/26/18 | Lora Howell Digitally signed by Lora Howell Date: 2018.04.26 06:00:39 -04'00' |
| Date | Requestor's Signature | Date | Finance Approval Signature | Date | Finance Director's Signature |
| 4/17/18 | Lora Howell Digitally signed by Lora Howell Date: 2018.04.17 16:20:36 -04'00' | 4/17/18 | Anne Quesada Digitally signed by Anne Quesada Date: 2018.04.17 16:40:16 -04'00' | 4/26/18 | John A. Titkanich Digitally signed by John A. Titkanich Date: 2018.04.26 08:25:48 -04'00' |
| Date | Department Director's Signature | Date | Deputy Fin. Director's Signature | Date | City Manager's Signature |

***FINANCE USE ONLY:***

Date Entered: _____ Entered By: _____ Group #: _____