

**DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective October, 2022**

From: 5000  
Company #

DNA BACKLOG RED PROG GRTS  
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
4510	53090		OTHER PROFESSIONAL SERVICES	\$ 70,190.00	80,190.00	10,000.00	3/8/23
4510	53300		REPAIR & MTCE FACILITIES	\$ 13,610.00	23,610.00	10,000.00	3/8/23
4510	53610		INSTRUCTION & SCHOOLING	\$ 11,200.00	13,555.00	2,355.00	3/8/23
Total				\$ 95,000.00			

To: 5000  
Company #

DNA BACKLOG RED PROG GRTS  
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
4510	53370		REPAIR & MTCE OTHER EQUIPMENT	\$ 61,950.00	30,140.00	92,090.00	3/8/23
4510	53510		TRAVEL EXPENSE	\$ 17,860.00	896.67	18,756.67	3/8/23
4510	53806		SOFTWARE LICENSES	\$ 15,190.00	2,800.00	17,990.00	3/8/23
Total				\$ 95,000.00			

Reason for Request:

During the FY23 budget rollover process for grants in Accounting Unit 4510, three accounts (for 2 grants) were transposed with their intended accounts. The result was budgeted amounts not being entered to the accounts they were needed in. This budget transfer corrects the FY23 budget amounts, for each account, so that invoices can be incurred and paid.

**Signature on file**

Department Head

Chief Financial Officer

Activity

(optional)

Date  
3/9/23

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only		
Fiscal Year _____	Budget Journal # _____	Acctg Period _____
Entered By/Date _____	Released & Posted By/Date _____	

JPS - 3/21/23

FIN/CB - 3/28/23