

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective January 22, 2024

From: 1200
Company #

CAFETERIA - 421 BUILDING
From: Company/Accounting Unit Name

Accounting			Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
Unit	Account	Sub-Account			Prior to Transfer	After Transfer		
2100	50080	0	SALARY & WAGE ADJUSTMENTS	\$ 11,500.00	11,924.00	424.00	1/26/26	1200-9100
2100	50000		REGULAR SALARIES	\$ 14,000.00	14,630.24	630.24	1/26/26	1200-9100
2100	50040		PART TIME HELP	\$ 9,000.00	12,885.38	3,885.38	1/26/26	1200-9100
Total				\$ 34,500.00				

To: 1200
Company #

CAFETERIA - 421 BUILDING
To: Company/Accounting Unit Name

Accounting			Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
Unit	Account	Sub-Account			Prior to Transfer	After Transfer		
2100	51000	0	BENEFIT PAYMENTS	\$ 32,000.00	31,584.13	415.87	1/26/26	1200-9100
2100	51040	0	EMPLOYEE MED & HOSP INSURANCE	\$ 1,500.00	1,091.87	408.13	1/26/26	1200-9100
2100	51070	0	TUITION REIMBURSEMENT	\$ 1,000.00	863.00	137.00	1/26/26	1200-9100
		0						
Total				\$ 34,500.00				

Reason for Request:

Transfer funds within Care Center's Cafeteria's Payroll budget to "true up" 2025 budget lines for Payroll categories where Benefit payments, Medical Insurance and Tuition Reimbursements are over while Salary & Wages Adjustment, Regular and Part time Salaries are under budget.

Signature on File

Department Head

Signature on
File

Chief Financial Officer

Activity

(optional)

01/21/26
Date
1/26/26
Date

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

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

HS - 2/3/26

FIN/CB - 2/10/26