PRIORHINL DEOB. B. B. VCATN

City of Annapolis

Budget Revision Request

(City Manager Budget Revision ≤ \$25,000)

Control Number: CM-11-20

Fund: General Fund

Department	MIT	94	Date: 1/30/2020			
Dept/Division		Account Name		Transfer From	Trans	fer To
MIT	Capital Outlay			\$ 1,295		
MIT	Supplies and Other				\$	1,295
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Explanation:						
atttend training and to some employees had t	,295 from Capital Outlay to Supplie: cover the annual membership for U cover travel costs in order to atter training in the FY2020 budget.	JRISA (Urban Regional Information S	System Association) for the GI	S Coordinator. In	the prio	or year,
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Approved by:		19	2 2			
Goden A	ickinson		· · · · · · · · · · · · · · · · · · ·	/30/20		
Fina	nce Director		z 	Date		
Home	Denne	4	2	14/20		
Cjt	Manager		**************************************	Date		

CM: City Manager approved transfers of appropriations of \$25,000 or less from one line item to another within a fund. CM's do not increase the total budget or the budget for any fund.

FT: Fund Transfers of appropriations greater than \$25,000 from one line item to another within a fund.

These are also used for fund transfers from the contingency account, bond proceeds, or from one fund to another, regardless of the amount. FT's do not increase the total budget.

SA: Supplemental Appropriations from revenue not anticipated in the budget or in excess of that anticipated in the budget. SA's increase the total budget.

City of Annapolis

Budget Revision Request

(City Manager Budget Revision ≤ \$25,000)

Fund	General Fund	Co	Control Number:			
Department	: MIT		Date: 01/13/2020			
			-			
Dept/Division		Account Name		Transfer From	Transfer To	
MIT	Capital Outlay 0//40 Training and Education 0//	-580000		\$1,295		
MIT	Training and Education 0/14	10-571000	11		\$1,100	
MIT	Dues and Memberships 0//	10-573000			\$195	
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Explanation:						
	1 295 from MIT Capital Outley to 1	Fraining & Education. This transfer s	will allow MIT to nay for travel	and incidentials for	MIT	
employees to attend t	raining and to cover the annual m	nembership for VRISA (Urban Regina	Unformation System Assocl 6	or the GIS Coordinate	or In the	
nrior year some empl	over had to cover travel costs in	order to attend trainings and the GI	S coordinator paid the appual	momborship out of	procket MIT	
did not include travel	costs for training in the FX 2020 b	udget	o coordinator paid the armual	membership out or	pocket. WIII	
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Approved by:						
Approved by.						
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Fina	nce Director			Date		
11110	nce birector			Date		
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Cit	y Manager		*	Date		
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	20		and the same of th			
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		of \$25,000 or loss from one line ite				

CM's do not increase the total budget or the budget for any fund.

regardless of the amount. FT's do not increase the total budget.

SA's increase the total budget.

FT: Fund Transfers of appropriations greater than \$25,000 from one line item to another within a fund.

These are also used for fund transfers from the contingency account, bond proceeds, or from one fund to another,

SA: Supplemental Allocations from revenue not anticipated in the budget or in excess of that anticipated in the budget.