

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

Fund: General Fund
 Department: MIT/APD

Control Number: CM-2-20
 Date: 9/25/2019

Dept/Division	Account Name	Transfer From	Transfer To
Police	Supplies and Other	\$ 1,500	
MIT	Capital Outlay		\$ 1,500

Explanation:
 This transfer moves \$1,500 from the Annapolis Police Department to MIT for the cost of 2 Dell Latitude 3500 laptops. These laptops are for Annapolis Police Department's Community Service division.

Approved by:

Jodee Dickinson
 Finance Director

T. [Signature]
 City Manager

9/26/19
 Date

9/30/19
 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 Allocations from revenue not anticipated in the budget or in excess of that anticipated in the budget.
 SA's increase the total budget.