



**CITY OF ESCONDIDO
BUDGET ADJUSTMENT REQUEST**

Date of Request: 3-2-22
 Department: Library
 Division: Literacy
 Project/Budget Manager: Joanna Axelrod 4871
 Name Extension
 Council Date (if applicable): 3-2-22
 (attach copy of staff report)

For Finance Use Only	
Log #	_____
Fiscal Year	_____
_____	Budget Balances
_____	General Fund Accts
_____	Revenue
_____	Interfund Transfers
_____	Fund Balance

Project/Account Description	Account Number	Amount of Increase	Amount of Decrease
Revenue	4128-401-new project number	\$52,000	
Federal Library Services and Technology Act Grant	401-new project number	\$52,000	

Explanation of Request:

This grant will be used to purchase equipment and materials as well as fund a dedicated part-time staff member that will provide English as a Second Language programs at the Escondido Public Library. This budget adjustment is needed to establish a new project number for tracking and spending grant funds.

APPROVALS

	DocuSigned by: <i>Joanna Axelrod</i>	<u>2/22/2022</u>		
Department Head	DocuSigned by: <i>Jodi Coco</i>	<u>2/22/2022</u>	City Manager	Date
Finance	F22DD68BFC2B4F3...	Date	City Clerk	Date

Distribution (after approval): Original: Finance