



REQUEST FOR BUDGET ADJUSTMENT

REQUESTER NAME & TITLE: Trisha Isom, Housing Manager **FISCAL YEAR:** 2021-22
PREPARER NAME & TITLE: Melissa Hagan, Management Analyst II **COUNCIL DATE (if applicable):** 07/07/21
DEPARTMENT/DIVISION: Economic Development - Housing **ORDINANCE:** _____

EXPENDITURES/EXPENSES/TRANSFERS OUT

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
1001	5912	54011		(43,173)	Increase reimbursement from fund 2801 to the General Fund to offset administrative costs of the Emergency Housing Vouchers Program.
TOTAL				(43,173)	

REVENUES/TRANSFERS IN

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
TOTAL				-	

NET ADJUSTMENT	(43,173)
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FUND BALANCE

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
1001				43,173	Increase to GF Available Resources
TOTAL				43,173	

Justification for Budget Adjustment:

The Department of Housing and Urban Development (HUD) issued 50 additional vouchers through the American Rescue Plan to the Roseville Housing Authority for the program titled Emergency Housing Vouchers (EHV). The award includes additional funds for general administration including preliminary fees, placement fees and services fees all restricted for specific purposes. This amount is the portion being reimbursed by the Housing Authority to the General Fund for costs related to the program administration.

REQUIRED APPROVALS:			
 REQUESTING DEPARTMENT HEAD / DESIGNEE		6/17/21 DATE	
_____ CHIEF FINANCIAL OFFICER / DESIGNEE		_____ BUDGET MANAGER / DESIGNEE	
_____ CHIEF FINANCIAL OFFICER / DESIGNEE		_____ CITY MANAGER / DESIGNEE	
BUDGET DEPARTMENT USE ONLY:			
_____ POSTED BY		_____ DATE	