LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Luzerne County Corrections	40

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	40	4233	550.30	600	Advertising
- Line Item Decrease	-	100	40	4235	550.22	(600)	Telephone/ Internet
	+	100	40	4234	510.35	70,000	Wages Overtime
	-	100	40	4234	510.20	(70,000)	Wages Represented
	+	100	40	4234	540.52	12,000	Kitchen & Groceries
	-	100	40	4235	540.52	(12,000)	Kitchen & Groceries
	+	100	40	4235	510.35	200,000	Wages Overtime
	-	100	40	4235	510.20	(200,000)	Wages Represented
	+	100	40	4235	530.15	4,500	Benefits Uniform Allowance
	-	100	40	4234	530.15	(4,500)	Benefits Uniform Allowance
					Total	0	***(Must equal 0)***

Explanation (Attach memo if necessary)

The Department of Corrections requests the transfer of funds from Telephone/ Internet to Advertising to pay for the abundance of classified advertisements throughout the year. The department also requests the transfer of funds from Wages Represented at the MOU and the Main Prison for overtime from Wages Represented, funds are available because of the turnover in correctional officers. We also request the transfer of funds from the Main Kitchen & Groceries to the MOU Kitchen & Groceries to adjust the disbursement amount between the two buildings. And lastly, the department asks for the transfer of funds between the two buildings to cover the cost of Benefits Uniform Allowance for more officers at the main prison.

Mark Rabai 11-9-18	Mark Rabai 11-9-18
Department Head — Date	Division Head — Date
Barry Tupi 11/29/18	Brian A Swift 11-29-18
County Manager — Date	Budget & Finance Division Head — Date

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

	Dept #
Mapping/GIS	4140

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4140	550.48	$22,000	Repairs/Maintenance-misc.
- Line Item Decrease	-	100	30	4140	~~501.15~~ 510.15	$22,000	Wages Non-Represented
					Total	0	***(Must equal 0)***

Explanation (Attach memo if necessary)

Budget Transfer is required to fund additional expenses associated with department renovations/move to new location and not anticipated for FY 2018.

	11/28/18		11/28/18
Department Head	**Date**	**Division Head**	**Date**
	11/29/18		11-29-18
County Manager	**Date**	**Budget & Finance Division Head**	**Date**

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

	Dept #
Building & Grounds	4174

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	50	4140	550.48	$15,000	Repairs/Maintenance-misc.
- Line Item Decrease	-	100	50	4140	510.20	$15,000	Wages Represented
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Budget Transfer is required to fund additional expenses associated with County building repairs and not anticipated for FY 2018.

			11/28/18
Department Head	Date	Division Head	Date
	11/28/18		11-28-18
County Manager	Date	Budget & Finance Division Head	Date

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name:	Dept #
Veteran Affairs	4491

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	70	4491	540.14	2,711	Office Supplies
- Line Item Decrease	-	100	70	4491	599.28	(2,711)	Burial Benefits
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Requesting this budget transfer in order to purchase a six person work/conference table and chairs for the Veteran Affairs office. The office currently has one small four seat round table that is inadequate for group meetings, trainings, and conducting interviews with mulitple people. The current table is not large enough to accomodate a laptop and associated documentation when assisting veterans and their dependents in VA benefit applications.

11/20/18		11/21/18	
Department Head	Date	Division Head	Date
11/29/18		11-29-18	
County Manager	Date	Budget & Finance Division Head	Date

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name: District Attorney | **Dept #** 4194

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	560.25	3,000	Transcripts
- Line Item Decrease	-	100	12	4194	560.14	(3,000)	Court Appeals
					Total	0	***(Must equal 0)***

Transfer money from Court Appeals General Ledger Account to Transcript account to cover costs of transcripts that are needed for trials.

		11/15/18	
Department Head	**Date**	**Division Head**	**Date**
11/29/18		11-29-18	
County Manager	**Date**	**Budget & Finance Division Head**	**Date**