

**SUBSTITUTE TO FILE 17-2448
 COOK COUNTY BOARD OF COMMISSIONERS MEETING
 4/12/2017**

Presented by: MARK EDINGBURG, Interim Executive Director, Department of Homeland Security and Emergency Management

PROPOSED TRANSFER OF FUNDS

Department: Department of Homeland Security and Emergency Management (DHSEM)

Request: Transfer of Funds

Reason: This Transfer of Funds is requested due to insufficient funding to support critical DHSEM programs. Review and reconciliation of grant programs resulted in the need to realign funding sources for expenditures that were ineligible to be funded through specific grant programs.

From Account(s): 499-814 Appropriation Adjustments, \$1,603,432.66

To Account(s): 265-110 Salaries & Wages of Regular Employees \$526,998.22; 265-186 Training Program Staff Personnel \$3,713.27; 265-190 Transportation & Other Travel Expenses for Employees - \$3,275.14; 265-228 Delivery Services \$186.33; 265-260 Professional & Managerial Services \$521,510.20; 265-320 Wearing Apparel \$89,243.62; 265-333 Institutional Supplies \$4,900.86; 265-350 Office Supplies \$780.49; 265-390 Supplies & Materials Not Otherwise Classified \$75,317.38; 265-391 Miscellaneous Supplies & Materials \$4,485.25; 265-441 Maintenance & Repair – Data Processing Equipment & Software \$340,404.35; 265-444 Maintenance & Repair of Automotive Equipment \$20,070.77; 265-445 Operation of Automotive Equipment \$190.00; and 265-530 Office Furnishings & Equipment \$12,356.78.

Total Amount of Transfer: \$1,603,432.66

On what date did it become apparent that the receiving account would require an infusion of funds in order to meet current obligations? What was the balance in the account on that date, and what was the balance 30 days prior to that date?

The awareness date was 11/30/16.

Account Number	Account Description	Balance as of 11/30/16	Balance as of 10/30/16
265-110	Salaries & Wages of Regular Employees	\$844,227.56	\$330,438.75
265-186	Training Program Staff Personnel	(\$1,249.22)	\$10,901.15
265-190	Transportation & Other Travel Expenses for Employees	\$4,572.71	\$5,402.57
265-228	Delivery Services	\$350.75	\$421.65
265-260	Professional & Managerial Services	(\$239,149.43)	\$2,989.50
265-320	Wearing Apparel	\$11,687.08	(\$3,015.33)
265-333	Institutional Supplies	\$703.70	\$1,454.25

Account Number	Account Description	Balance as of 11/30/16	Balance as of 10/30/16
265-350	Office Supplies	\$7,744.05	\$15,677.54
265-390	Supplies & Materials Not Otherwise Classified	\$ ----	\$ ----
265-391	Miscellaneous Supplies & Materials	\$ ----	\$ ----
265-441	Maintenance & Repair – Data Processing Equipment & Software	\$8,087.28	\$12,251.99
265-444	Maintenance & Repair of Automotive Equipment	\$10,638.90	\$9,760.48
265-445	Operation of Automotive Equipment	(\$15,269.83)	\$17,855.25
265-530	Office Furnishings & Equipment	\$ ----	\$ ----

How was the account used for the source of transferred funds identified? List any other accounts that were also considered (but not used) as the source of the transferred funds.

Budget and Management Services provided the identified accounts upon request and justification from the Agency. Per Budget Resolution Section 26, the Final Adopted Appropriation is set at 97% for budgetary units. The Budget and Management Services Director establishes quarterly allotments of non-personnel spending and has the discretion to transfer a portion of the holdback upon justification. There were no other available accounts to facilitate this transfer.

Identify any projects, purchases, programs, contracts, or other obligations that will be deferred, delayed, or canceled as a result of the reduction in available spending authority that will result in the account that funds are transferred from.

None.

If the answer to the above question is “none” then please explain why this account was originally budgeted in a manner that caused an unobligated surplus to develop at this point in the fiscal year.

The funding identified is a transfer of a portion of the holdback established at the beginning of the year. This holdback is an authorized allotment schedule adjustment per Section 26 of the Budget Resolution.

Concurrence(s):

DO NOT PUT TEXT HERE. FOR BUDGET TO ADD CONCURRENCE STATEMENT OR N/A