



Budget Adjustment Form - BD2

Date:	9/16/2021	Fiscal Yr:	2022	Prepared By:	John Hancock
Purpose:	Transfer of budget authority to support the software maintenance costs of the new student contact management system.				

Fund		Org		Account		AMOUNT	
#	Name	#	Name	Code	Name	Decrease	Increase
Salaries/Personnel Section							
OOE Section							
A2000	GU General Fees Fund	101911	Undergraduate Admissions	2690	Other Fees	15,000.00	
A2000	GU General Fees Fund	101911	Undergraduate Admissions	2480	Software Maintenance		15,000.00
Total Expense Accounts						\$ 15,000.00	\$ 15,000.00

Revenue Section - Restricted Use Only							
#	Name	#	Name	Code	Name	Decrease	Increase
Total Restricted Use Revenue Accounts						\$ -	\$ -

Budget Office Use - Document Total **\$ 30,000.00**

[Email form to your Budget Analyst](#) *(if excel VBA macros enabled)*

Budget Office Use Only

JV#

Process Date

Initials