

CITY OF BETHLEHEM

Department of Community and Economic Development Interoffice Memo

SUBJECT: CDBG/HOME Budget Adjustments

TO: Mark Sivak, Director of Budget and Finance

FROM: Tiffany Wismer, Business Manager

DATE: February 28, 2022

After reviewing the revenue and expenditures of the CDBG/HOME budget we have come to the conclusion that there are a few adjustments that need to be made. Each account has been matched to an IDIS (Integrated Disbursement and Information System) activity number and has been reconciled according to the federal grant funds that the City of Bethlehem has received.

Please see the attached excel spreadsheet that identifies which accounts are in need of adjustments. The adjustments will amend the total CDBG Fund budget from \$6,296,726 to \$5,387,002.

Please place this request on the next available Finance Committee agenda. Let me know if you need any additional information to process this request.

CC: Laura Collins

CITY OF BETHLEHEM
Community Development Block Grant and HOME
2022 ADJUSTMENTS

REVENUES:

Account #	Description	2022 Budget	Adjustments	2022 Adjusted Budget
36018	2018 CDBG	55,050	(29,812.00)	25,237.82
36019	2019 CDBG	253,320	(133,624.00)	119,696.00
36020	2020 CDBG	922,514	(242,530)	679,983.91
36021	2021 CDBG	1,337,179	(285,010)	1,052,169.00
36601	CARES COVID-19 CDB	729,405	(82,841)	646,564.00
CDBG Total		\$ 3,297,468	\$ (773,817)	\$ 2,523,651
36416	2016 HOME	74,785.00	(22,431.00)	52,354.00
36417	2017 HOME	100,000.00	(100,000.00)	-
36420	2020 HOME	371,994.00	(13,248.00)	358,746.00
36421	2021 HOME	388,033.00	(228.00)	387,805.00
		\$ 934,812	\$ (135,907)	\$ 358,746

EXPENDITURES:

Account #	Description	2022 Budget	Adjustments	2022 Adjusted Budget
92218	HOUSING REHAB GRANTS/LOA	45,402	(29,812)	15,590
91119	HOUSING REHAB-STAFF DELI	53,124	(49,032)	4,092
91219	FOOD CO-OP CONSTRUCTION	57,500	(57,500)	-
92219	HOUSING REHAB GRANTS/LOA	57,318	(26,743)	30,575
92519	FUTURE GRANTS	803	(349)	454
90520	LVCIL	9,682	(3,341)	6,341
90720	POLICE OVERTIME	41,678	(8,985)	32,693
90920	PROGRAM ADMINISTRATION	198,113	(36,537)	161,576
91120	HOUSING REHAB-STAFF DELI	231,145	(48,404)	182,741
91220	FOOD CO-OP CONSTRUCTION	105,000	(68,043)	36,957
91920	EMBRACE YOUR DREAMS	6,738	(4,588)	2,150
92220	HOUSING REHAB-GRANTS/LOA	231,980	(72,245)	159,735
92320	CACLV-HOOP PROGRAM	7,070	(2,341)	4,729
92420	NORTH PENN LEGAL SERVICE	9,624	(2,443)	7,181
92620	FUTURE GRANTS	1,093	4,397	5,490
91721	PUBLIC WORKS PROJECTS	300,000	(285,010)	14,990
94003	CARES COVID-19 CDBG-CV	729,405	(82,841)	646,564
CDBG Total		\$ 2,085,675	\$ (773,817)	\$ 1,311,858
950216	NEW BETHANY MINISTRIES	22,431	(22,431)	-
950217	NEW BETHANY MINISTRIES	100,000	(100,000)	-
950320	HOME PROGRAM ADMIN	13,248	(13,248)	-
950421	HOME PROGRAM ADMIN	38,803	(228)	38,575
HOME Total		\$ 174,482	\$ (135,907)	\$ 38,575