

Bank of America
ACH R/T 021200399

12960
55-33/212 NJ
356

URBAN LEAGUE OF ESSEX CTY
ULEC GENERAL OPERATING ACCT
508 CENTRAL AVE
NEWARK, NJ 07107-1430

02/13/2020

PAY TO THE Irene Cerna \$ **86.82
ORDER OF DOLLARS
Eighty-six and 82/100*****

Irene Cerna
187 Sherman Ave
Paterson, NJ 07502

Vivian Cox-Jasen

AUTHORIZED SIGNATURE

MEMO 451 USJP Mile Reimb.1/15-1/29/20



MP

12960 0212003391 000238003973

GENERAL OPERATING ACCT			12960		
URBAN LEAGUE OF ESSEX CTY	02/13/2020	Irene Cerna			
Date	Type	Reference	Original Amount	Balance Due	Payment
01/01/2020	Bill	01.01.20IC	57.88	57.88	57.88
01/31/2020	Bill	01.31.20IC	28.94	28.94	28.94
Check Amount					
86.82					

1010 Cash:Checking 451 USJP Mile Reimb.1/15-1/29/20 86.82

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1010 Cash:Checking 451 USJP Mile Reimb.1/15-1/29/20 86.82

CHECK REQUEST FORM

451 URBAN SENIORS JOB PROGRAM (USJP)

INVOICE DATE:

12/31/19

REQUESTED BY: IRENE CERNA

PERIOD COVERED: 12/1/2019 -

PAYABLE TO:

IRENE CERNA

AMOUNT: 57.88

12/31/2019

COMMENTS:

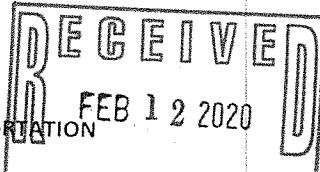
Mileage Reimbursement

GL CODES:

- 7112.1 USJP Manual Checks
- 7120 FRINGE BENEFITS - INCLUDING FICA
- 7540 INSTRUCTORS/CONSULTANTS/SUBS
- 7550 INTERNSHIPS & OJT
- 7560 PROFESSIONAL FEES - OTHER
- 7570 TEMPORARY HELP/CONTRACT
- 7580 DONATED PROFESSIONAL SERVICES
- 8110 SUPPLIES
- 8120 DONATED MATERIALS & SUPPLIES
- 8140 POSTAGE & SHIPPING
- 8160 COMPUTER SOFTWARE & HARDWARE
- 8170 PRINTING & COPYING
- 8180 BOOKS, SUBSCRIPTIONS, REFERENCE
- 8205 RENT
- X 8310 TRANSPORTATION & PARKING

GL CODES:

- 8310 STAFF TRANSPORTATION
- 8320 MEALS
- 8340 AIRFARE
- 8350 CONFERENCE, CONVENTIONS, MEETINGS
- 8415 COMMUNITY SERVICE PROJECT
- 8430 JOB TRAINING
- 8435 GED & ABE CLASSES
- 8440 MENTORING
- 8445 FOOD & RELATED SUPPLIES
- 8450 PROGRAM TRAINING
- 8460 STIPENDS & ASSISTANCE
- 8470 FOOD FOR CLASSES
- 8510 INTEREST EXPENSE - GENERAL
- 8520 INSURANCE - NON EMPLOYMENT RELATED
- 8540 STAFF DEVELOPMENT/TRAINING
- 8570 ADVERTISING/MARKETING EXP
- 8580 LICENSES & FEES



PROGRAM DIRECTOR'S APPROVAL [Signature]

DATE: 2/30/19

ENTERED

FINANCIAL APPROVAL PROCESS:

INVOICE/SUPPORTING DOCS ATTACHED: YES NO

VERIFIABLE INITIAL: AM

DATE: 2/12/20

FISCAL OFFICE APPROVAL [Signature]

CLASS CODE: 451

RESIDENT/CEO'S APPROVAL [Signature]

CHECK #: 12960

Urban League of Essex County Mileage Log and Reimbursement Form

Employee Name	Irene Cerna
Department	USJP
Employee Signature	
Authorized By	

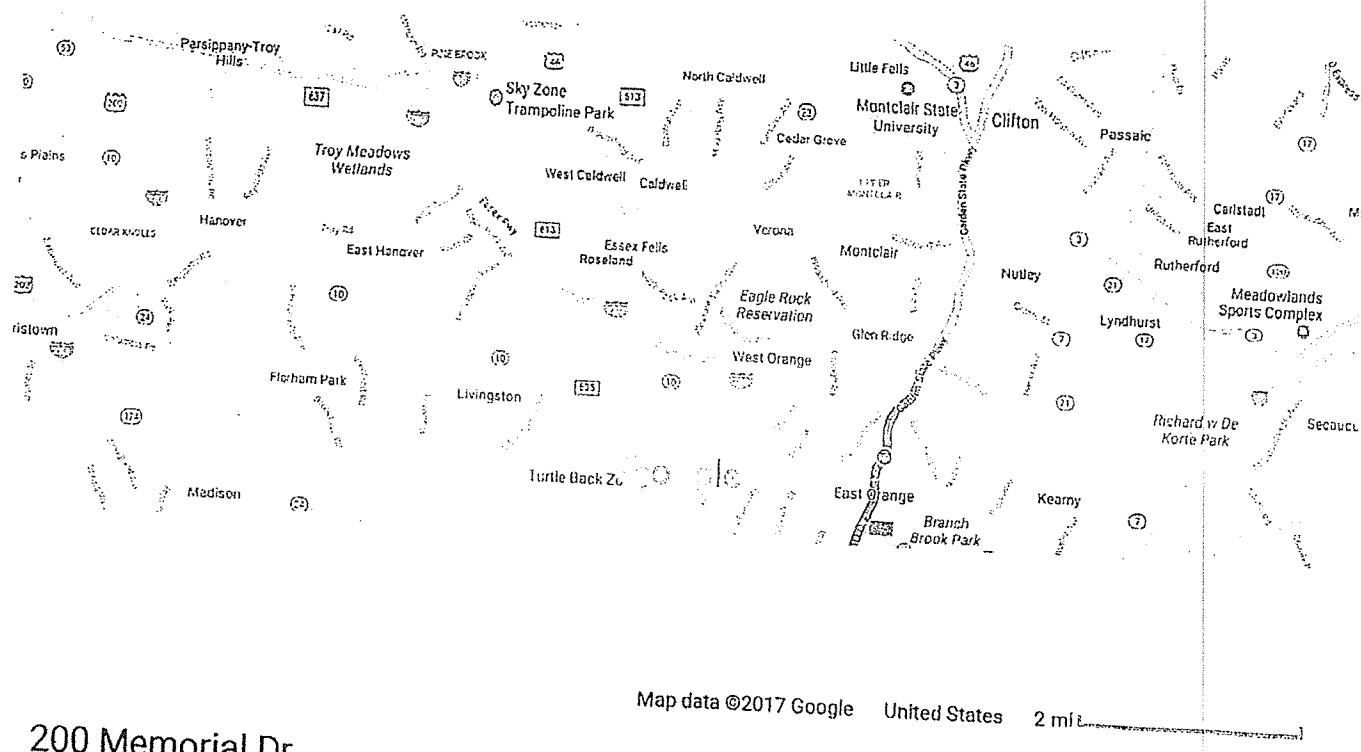
Rate Per Mile	\$0.54
For Period	12/1/2019 - 12/31/2019
Actual Mileage	107.2
Reimbursement	\$57.88

Rate Per Mile
For Period _____
Total Mileage _____
Total Reimbursement _____

Google Maps

200 Memorial Dr, Paterson, NJ 07505 to
508 Central Ave, Newark, NJ 07107

Drive 13.4 miles, 29 min



Map data ©2017 Google United States 2 mi

200 Memorial Dr

Paterson, NJ 07505

Get on NJ-19 S from Federal Plaza/Ward St

- ↑ 1. Head south on Memorial Dr toward Market St 4 min (0.7 mi)
- ↗ 2. Turn right onto Federal Plaza/Ward St 0.1 mi
- ↑ 3. Continue onto NJ-19 S 0.3 mi
- ↗ 4. Use the left 2 lanes to turn left onto the NJ-19 S ramp to I-80 E 0.2 mi

Take Garden State Pkwy to S Orton Pkwy in East Orange. Take exit 145 from Garden State Pkwy

- ↑ 5. Continue onto NJ-19 S 13 min (11.7 mi)
- ↗ 6. Use the left 2 lanes to take the Garden State Pkwy S exit 2.0 mi
Toll road

CHECK REQUEST FORM

451 URBAN SENIORS JOB PROGRAM (USJP)

INVOICE DATE: _____

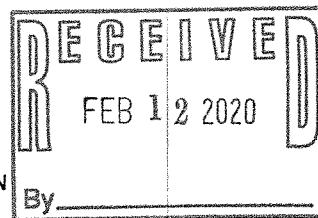
REQUESTED BY: I CERNAPERIOD COVERED: 1/2020 - 1/31/20PAYABLE TO: IRENE CERNAAMOUNT: 28.94COMMENTS: Mileage Reimbursement

GL CODES:

- 7112.1 USJP Manual Checks
- 7120 FRINGE BENEFITS - INCLUDING FICA
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- 8580 LICENSES & FEES

PROGRAM DIRECTOR'S APPROVAL JLDATE: 1/31/20 ENTERED

FINANCIAL APPROVAL PROCESS:

VOICE/SUPPORTING DOCS ATTACHED: YES NOVERIFIABLE INITIAL: AmDATE: 2/12/20FISCAL OFFICE APPROVAL RGWCLASS CODE: 451

RESIDENT/CEO'S APPROVAL _____

CHECK #: 12960

Urban League of Essex County Mileage Log and Reimbursement Form

Employee Name
Department
Employee Signature
Authorized By

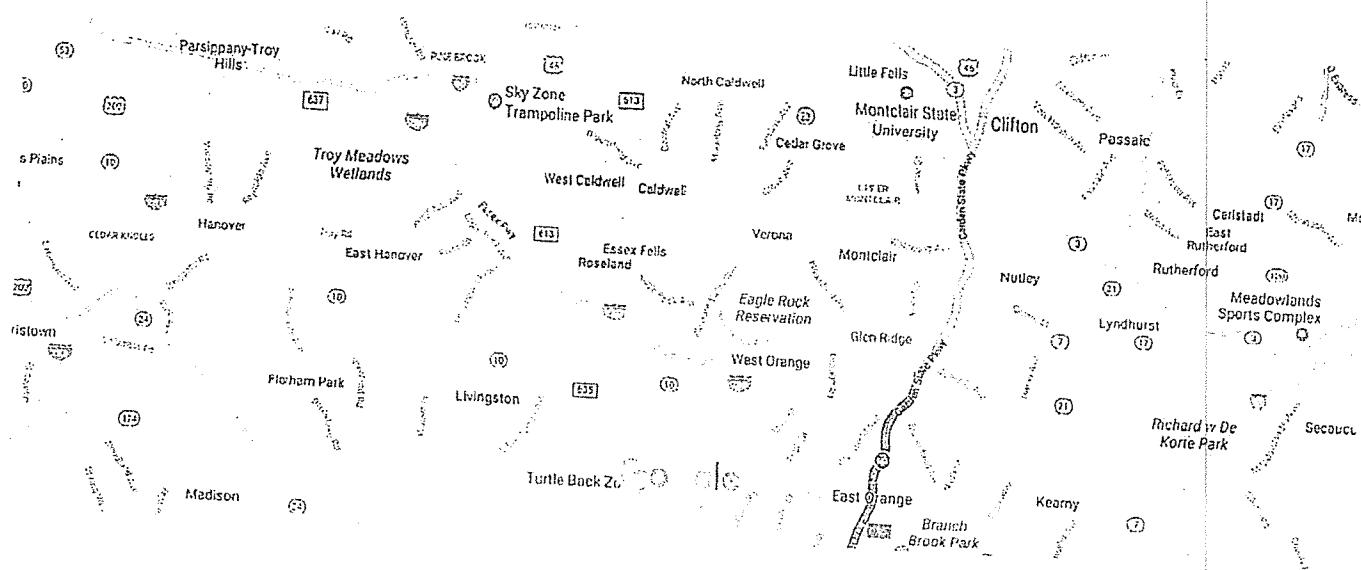
\$0.54		
1/1/2020 - 1/31/2020	53.6	\$28.94

Irene Cerna
USJP

Google Maps

200 Memorial Dr, Paterson, NJ 07505 to
508 Central Ave, Newark, NJ 07107

Drive 13.4 miles, 29 min



Map data ©2017 Google United States 2 mi

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Paterson, NJ 07505

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Toll road

0.4 mi