

## 2022 FUND TRANSFER REQUEST FORM

AGENCY	Human Services Department	ORGANIZATION	Fund 2610	LEGISTAR FILE #	2022 FTR-044	
2203042 - 3	Donation received from UW Health to support Immigration Services					
TRANSFER AMOUNT(S) FROM (Decrease Expenditure or Increase Revenue)				CURRENT BALANCES		
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)		Budgeted Amount	Available Balance	
1	\$25,000	GIFTS AND GRANTS	39000	81560		
2						
3						
4						
	<b>\$25,000</b>	<b>TRANSFER FROM TOTAL</b>				
TRANSFER AMOUNT(S) TO (Increase Expenditure or Decrease Revenue)				CURRENT BALANCES		
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)		Budgeted Amount	Available Balance	
1	\$25,000	DONATION EXPENSE	39000	36560		
2						
3						
4						
	<b>\$25,000</b>	<b>TRANSFER TO TOTAL</b>				
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)			APPROVALS			
Recognizing one time \$25,000 donation from UW Health to support the Immigration Affairs Office			Committee	Date	Approved	Denied
			Oversight Committee			
			Controller			
			County Executive			
			Finance Committee			
			Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.			