

2021 FUND TRANSFER REQUEST FORM

AGENCY	Human Services Department	ORGANIZATION	Fund 4320	LEGISTAR FILE #	2021 FTR-031			
211206 - 12 BPHCC NURSE SYS	Transfer to cover nurse call system change orders for Badger Prairie							
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	\$27,000	Resident Care Equipment	BPHCCAPP	58400	\$ 117,781 \$ 55,017			
2								
3								
4								
	\$27,000	TRANSFER FROM TOTAL						
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	\$27,000	Nurse Call System	BPHCCAPP	57960	\$ 100,000 -26,105.58			
2								
3								
4								
	\$27,000	TRANSFER TO TOTAL						
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)			APPROVALS					
Change orders related to an oversight by the vendors between the nurse call system and the Ascom phones.			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.								