

FUND TRANSFER REQUEST FORM

AGENCY W&R	ORGANIZATION SWRODFLD	LEGISTAR FILE # 2021 FTR-33
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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	38,000.00	PASSENGER VEHICLE	SWRODFLD	58050	55,494.00	55,494.00
2						
3						
4						
	38,000.00	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	38,000.00	UTILITY VEHICLES	SWRODFLD	58920	4,051.00	4,051.00
2						
3						
4						
	38,000.00	TRANSFER TO TOTAL				

EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)	APPROVALS			
The Waste and Renewables requires an all terrain vehicle to meet operational needs. Purchase is more appropriately classified under UTILITY VEHICLE vs. PASSENGER VEHICLE. No other major purchases are anticipated under the "PASSENGER VEHICLE" account in 2022.		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.				