

2025 FUND TRANSFER REQUEST FORM

AGENCY	Human Services Department	ORGANIZATION	Fund 2730			LEGISTAR FILE #	2025 FTR-	
Transferring HOME grant to match with contracted amount. HAA has reallocated HOME fund after the 2024 RES-154 has passed.								
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	(\$9,215.92)	HOME PROGRAM FUND	CDHOME	31147	\$ 80,943.15	\$ 80,943.15		
2								
3								
4								
5								
	(\$9,215.92)	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	\$9,215.92	PROJECT HOME MAJOR HOME REPAIR	CDHOME	33117	HM25	\$ 50,000.00	\$ (9,215.92)	
2								
3								
4								
5								
	\$9,215.92	TRANSFER TO TOTAL						
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)			APPROVALS					
This FTR brings the HOME Repair expenditure budget to the contracted level. We've encumbered the full contracted amount, which is why current available balance shows negative. This will correct the negative balance.					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.								