

FUND TRANSFER REQUEST FORM

AGENCY	County Board Office	ORGANIZATION COBOARD	LEGISTAR FILE # 2020 FTR-022
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TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	\$32,000	POLICY/PROGRAM EVALUATION-POS	COBOARD-30390	\$215,500.72		\$14,900	\$200,600.72
2							
3							
4							

TRANSFER AMOUNT(S) TO				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	\$32,000	PUBLIC ENGAGEMENT	COBOARD 20075	\$48,645.64	\$3,150	\$4,986.58	\$40,509.06
2							
3							
4							

EXPLANATION	APPROVALS			
Increase funding for public engagement to allow five small contracts with community groups to gather input on a community justice center to inform a needs assessment. Additionally, \$15,000 is also not reflected or encumbered in Munis for public engagement.	DATE	APPROVED	DENIED	
	Oversight Committee			
	Controller			
	County Executive			
	Finance Committee			

	<p>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.</p>
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