

FUND TRANSFER REQUEST FORM

AGENCY Dane County	ORGANIZATION Dept. of Waste and Renewables	LEGISTAR FILE # 2021 FTR-008
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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	28,631.12	PHASE 12 CONSTRUCTION	SWRODFLD	58083	1,771,455.96	1,616,880.84
2						
3						
4						
	28,631.12	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	28,631.12	SCALE SYSTEM REPLACEMENT	SWRODFLD	58534	138,757.87	3,681.00
2						
3						
4						
	28,631.12	TRANSFER TO TOTAL				

EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)	APPROVALS			
Due to functionality issues with the new scale system kiosks, we are planning to swap these out for new kiosks with everything integrated into a single touch screen and this upgrade will cost \$28,631.12 to complete.		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.				