

# FUND TRANSFER REQUEST FORM

AGENCY ADMIN		ORGANIZATION ADMIN			LEGISTAR FILE #		2019 FTR-27
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	33,273.71	DIM REMODELING	CPADMIN 58674	1,063,746.88	53,617.28	795,267.60	214,862.00
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	33,273.71	NORTHPORT ENERGY EFFICIENCY IMPROVEMENT	CPADMIN 57950	34,348.30	67,622.01	0	(33,273.71)
2							
3							
4							
EXPLANATION			APPROVALS				
				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>							

