

FUND TRANSFER REQUEST FORM

AGENCY DANE COUNTY	ORGANIZATION WASTE AND RENEWABLES	LEGISTAR FILE # 2023 FTR-038
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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	\$20,000.00	ROLL OFF TRUCK	SWRODFLD	59019		\$300,000.00	\$92,825.00
2							
3							
4							
	\$20,000.00	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	\$20,000.00	PASSENGER VEHICLE	SWRODFLD	58050		\$17,493.00	\$17,493.00
2							
3							
4							
	\$20,000.00	TRANSFER TO TOTAL					

EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)	APPROVALS			
Funds transfer request to purchase new electric vehicle for the Department of Waste and Renewables		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.				