

**2020 FUND TRANSFER REQUEST**

	<b>AGENCY</b>	Human Services Department	<b>ORGANIZATION</b>	Fund 2610	<b>DATE</b>	2/17/2020		
	<b>FTR:</b>	200217 - 07 - DONATION & GIFTS						
<b>TRANSFER AMOUNT(S) FROM</b>				<b>FOR ACCOUNTING USE ONLY</b>				
Amount in Whole \$\$	Account Title		Account Number (ORGN OBJT)		Budget Amount	Encumbered Amount	Expended Amount	Balance
1	\$1,000	Donations & Gifts	39000	81560				
2								
4								
5								
6								
7								
8								
9								
10								
	<b>\$1,000</b>	<b>Transfer From Total</b>						
<b>TRANSFER AMOUNT(S) TO</b>				<b>FOR ACCOUNTING USE ONLY</b>				
Amount in Whole \$\$	Account Title		Account Number		Budget Amount	Encumbered Amount	Expended Amount	Balance
1	\$1,000	Conference & Training	42000	20648				
2								
3								
4								
3								
4								
5								
6								
7								
8								
9								
10								
	<b>\$1,000</b>	<b>Transfer To Total</b>						
<b>EXPLANATION:</b>				<b>ACTION</b>				
Bringing in a donation from the West Bend Foundation to the ADRC. The ARDC plans on using the funds to provide additional training to staff.				Dept/Committee	Date	Approved	Denied	
				Department Head	2/20/2020	<i>S. Feimann</i>		
				Department Committee				
				Director				
				Executive				
				Department Committee				
Request must be submitted to Controller for fund availability. The Department Head will assume responsibility for getting oversight committee approval before submitting request.								