

# FUND TRANSFER REQUEST FORM

AGENCY	Land & Water Res	ORGANIZATION	Parks	LEGISTAR FILE 2019 FTR-53			
<b>TRANSFER AMOUNT(S) FROM</b>				<b>CURRENT BALANCES</b>			
	Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	5,000	US Fish & Wildlife Grant	LWRPKOP 20265				
2							
3							
4							
5							
<b>TRANSFER AMOUNT(S) TO</b>				<b>CURRENT BALANCES</b>			
	Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$ 4,645	LTE-Land Management/Restoration	LWRPKOP 10079				
2	\$ 355	Social Security	LWRPKOP 10108				
3							
4							
5							
<b>EXPLANATION</b>				<b>APPROVALS</b>			
To transfer funds from LWRPKOP 20265 US Fish & Wildlife Grant Expense to LWRPKOP 10079 LTE-Land Management/Restoration and LWRPKOP 10108 Social Security to fund LTE hours for wildlife habitat restoration work on Dane County parkland as part of the grant objectives.					DATE	APPROVED	DENIED
				Controller			
				County Executive			
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.							