

FUND TRANSFER REQUEST FORM

AGENCY Waste & Renewables	ORGANIZATION SOLID WASTE	LEGISTAR FILE # 2024 FTR-006
----------------------------------	---------------------------------	-------------------------------------

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	\$15,000.00	CNG PICKUP TRUCKS	SWRODFLD	57212		\$30,000.00	\$30,000.00
2							
3							
4							
	\$15,000.00	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	\$15,000.00	PASSENGER VEHICLE	SWRODFLD	58050		\$125,025.68	\$56,987.68
2							
3							
4							
	\$15,000.00	TRANSFER TO TOTAL					

EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)	APPROVALS			
<p>The \$125,025.68 budget was for replacing old vehicles with electric cars or trucks. The department has determined that it needs two (2) trucks. The cost of two trucks exceeds the budgeted amount. The transfer from the CNG pickup truck budget adds adequate funding for the two trucks.</p>		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>				