

FUND TRANSFER REQUEST FORM

AGENCY	ADMIN	ORGANIZATION	ADMIN	LEGISTAR FILE #	2017 FTR-16		
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	209,866	FEN OAK SOLAR PANELS	CPADMIN 57438	210,050	0	184	209,866
2	110,167	NORTHPORT ENERGY EFFICIENCY	CPADMIN 57950	1,411,060	1,028,373	102,270	280,417
3							
4							
5							
TRANSFER AMOUNT(S) TO				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	320,033	MEDICAL EXAMINER BUILDING	CPADMIN 57809	957,255	147,867	775,979	33,409
2							
3							
4							
5							
EXPLANATION			APPROVALS				
TRANSFER FUNDS NEEDED FOR COMPLETION OF THE MEDICAL EXAMINERS BUILDING.				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.							