

FUND TRANSFER REQUEST FORM

AGENCY Sheriff's Office		ORGANIZATION Sheriff's Office			LEGISTAR FILE # 2020 FTR-036		
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
	Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$1,000	OT - DCNTF Heroin Initiative	SHRFFLD 10054	\$25,858.29	\$0	\$6,196.02	\$19,662.27
2							
3							
4							
TRANSFER AMOUNT(S) TO				CURRENT BALANCES			
	Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$1,000	DCNTF Heroin Initiative Expense	SHRFFLD 30924	\$13,874.01		\$12,980.77	\$893.24
2							
3							
4							
EXPLANATION				APPROVALS			
Grant funding of \$60,000 was approved, 2019 RES-058, for the Dane County Narcotics Task Force to conduct heroin, fentanyl, and other opiate investigations. Requesting this fund transfer to shift financial resources from the overtime account line, that has available balance, to cover actual expenses incurred by grant activities.					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.							

