

2017 FUND TRANSFER REQUEST FORM

	AGENCY	Human Services Department	ORGANIZATION	Fund 2600	DATE	8/22/2017	
	FTR:	170824-2017-10 Nutrition Donations Incr					
TRANSFER AMOUNT(S) FROM				FOR ACCOUNTING USE ONLY			
	Amount in Whole \$\$	Account Title	Account Number (ORGN OBJT)	Budget Amount	Encumbered Amount	Expended Amount	Balance
1	\$35,000	Nutrition Donations	ACBADMIN 81535				
2							
3							
4							
5							
6							
7							
8							
9							
10	\$35,000	Transfer From Total					
TRANSFER AMOUNT(S) TO				FOR ACCOUNTING USE ONLY			
	Amount in Whole \$\$	Account Title	Account Number	Budget Amount	Encumbered Amount	Expended Amount	Balance
1	\$35,000	Aging TBD	ACBCLTBD TBDAAA				
2							
3							
4							
3							
4							
5							
6							
7							
8							
9							
10	\$35,000	Transfer To Total					
EXPLANATION: This FTR increases Nutrition Donations revenue for 2017. In 2016, we exceeded the budgeted amount by \$42,000. In 2017, there will be additional donations from sites that will exceed revenue projections due to increased participation. With six months of donations accounted for, current projections for 2017 have nutrition donations at approximately \$542,000. This will then be distributed to catering contracts that will over utilize later in the year.				ACTION			
				Dept/Committee	Date	Approved	Denied
				Department Head	9/8/2017	Lynn Green	
				Oversight Committee			
				Controller			
				County Executive			
Finance Committee							
				Initial Request to be submitted to Controller for fund availability. The Department Head will assume responsibility for getting oversight committee approval before submitting request.			