

2023 FUND TRANSFER REQUEST FORM

AGENCY	Human Services Department	ORGANIZATION	Fund 2610	LEGISTAR FILE #	2023 FTR-28			
202308-3	Transferring encumbrance carry forwards from the Behavioral Health Program, which is no longer in use, to their proper programs and divisions in 2023.							
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	\$78,520	OPERATING TRANSFERS IN	74000	89000				
2	\$829,800	OPERATING TRANSFERS IN	96000	89000				
3								
4								
	\$908,320	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	\$908,320	OPERATING TRANSFERS IN	460000	89000				
2								
3								
4								
	\$908,320	Transfer To Total						
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)			APPROVALS					
Technical adjustment to transfer revenues to their proper divisions. This is a correction to the 2023 FTR-019, which revenues were transferred in reverse. The initial intent was to transfer \$454,160 from 460000 89000 to 74000 89000 (\$39,260) and 96000 89000 (\$414,9000). This FTR will reverse the incorrect transfer completed in 2023 FTR-019 and correct the revenue amounts to reflect the inital intended transfer.			Committee	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.								