

FUND TRANSFER REQUEST FORM

AGENCY CULAFF		ORGANIZATION			LEGISTAR FILE # 2017 FTR-11		
TRANSFER AMOUNT(S) FROM CULAFF				CURRENT BALANCES			
Amount in Whole \$\$		Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	5000	DAMA STORAGE	20251	5,000			5,000
2							
3							
4							
5							
TRANSFER AMOUNT(S) TO CULAFF 31089				CURRENT BALANCES			
Amount in Whole \$\$		Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	3500	DAMA Expense	20066	71,073.32	8,543.32	58,707.92	3,822.08
2	1500	Dane Arts Misc.	20252	5,000	0	4,190.28	809.72
3							
4							
5							
EXPLANATION			APPROVALS				
Funds for DAMA storage no longer needed and would like to move those funds to DAMA Expense and to Dane Arts Misc. lines as noted above this section.				DATE	APPROVED	DENIED	
			Controller				
			County Executive				
			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.				