

FUND TRANSFER REQUEST FORM

AGENCY Land & Water Res		ORGANIZATION Parks			LEGISTAR FILE 2019 FTR-14		
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$		Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	9,000	Donation Revenue	LWRPKOP 81566				
2							
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	\$8,360	LTE- Forestry	LWRADMIN 10097				
2	\$ 640	Social Security	LWRADMIN 10108				
3							
4							
5							
EXPLANATION			APPROVALS				
<p>To increase the LTE – Forestry account LWRADMIN 10097 and Social Security account LWRADMIN 10108 due to receiving \$9,000 from WI Urban Wood to support tree planting activities at Dane County Parks. These funds shall carry forward until expended.</p>				DATE	APPROVED	DENIED	
			Controller				
			County Executive				
			<p>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.</p>				