

2021 FUND TRANSFER REQUEST FORM

| | | | | | | | | |
|--|---|--------------------------------------|---------------------|------------------|-------------------|--------|--|--|
| AGENCY | Human Services Department | ORGANIZATION | Fund 2610 | LEGISTAR FILE # | 2021 FTR-024 | | | |
| 211021-11 FOCUS COUNSEL | Increasing CARES revenue in Housing Access and Affordability Division | | | | | | | |
| 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 | \$89,366 | CARES ACT REVENUE | 80000 | 80002 | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| | \$89,366 | 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 | \$89,366 | PANDEMIC HOUSING ASSISTANCE | 80000 | 21870 | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| | \$89,366 | TRANSFER TO TOTAL | | | | | | |
| EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.) | | | APPROVALS | | | | | |
| Recognizing additional CARES funds due to increased staff costs to cover unanticipated expenses relating to extending non-congregate hotel shelter through 12/31/2021. Increase will be used to fund purchase of services contract with Focus Counseling. | | | 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. | | | | | | | | |