

**FUND TRANSFER REQUEST FORM**

<b>AGENCY:</b> Public Safety Communication	<b>ORGANIZATION:</b>	<b>LEGISTAR FILE #</b> 2024 FTR-003
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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	\$3,900.00	BACK UP CENTER EQUIPMENT	CPPUBSAF	57078	\$37,918.46	\$7,964.49
2						
3						
4						
	\$3,900.00	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	\$3,900.00	UPS CAPACITOR REPLACEMENTS	CPPUBSAF	52215	\$8,000.00	\$0.00
2						
3						
4						
	\$3,900.00	TRANSFER TO TOTAL				

<b>EXPLANATION:</b> (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)	<b>APPROVALS</b>			
<p>The expense for this service has increased from the original quote that was provided over 8 months ago. Capacitors are necessary to ensure there is no interruption of 911 services should a power outage occur. The Back up Center Equipment funds are no longer necessary as PSC transitions its' primary center to backup within the next 2-3 years.</p>		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.				