

BUDGETARY TRANSFER REQUEST FORM

Warren County School District

Individual Requesting
Transfer of Funds:

Christine M. Haslett *CH*

Date: 2/19/2016

Building: CO

Budget
Year: 2015-2016

This is the current "budget," amount not the current balance amount.

Budget Request #1

The amount of funds requested for transfer from this account indicates more funds are available than required this year.

	From(Cr):					
	BUN #	Acct #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
	0121118001100432	230	Prog Mgr/Clerical Retirement	\$ 7,812.08	\$ 12,553.36	\$ 4,741.28
						\$ -
	0111928001100432	329	Prof Tech Contracted Services	\$ 4,455.42	\$ 42,659.76	\$ 38,204.34
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
			TOTAL CREDITS	\$ 12,267.50	\$ 55,213.12	\$ 42,945.62

Budget Request #1

The amount of funds requested for transfer to this account indicates more funds are needed than estimated for this year.

This is the current "budget," amount not the current balance amount.

	To (Db):					
	BUN #	Acct #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
	0127208001100432	513	Student Transportation	\$ 7,237.50	\$ 11,075.60	\$ 18,313.10
						\$ -
	0122718001100432	128	Tutor Staff Meeting Training	\$ 5,030.00	\$ -	\$ 5,030.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
			TOTAL DEBITS	\$ 12,267.50	\$ 11,075.60	\$ 23,343.10

Directions: This form is to be submitted by the individual who has "budget oversight responsibility" and the authority to transfer funds in accordance with Board Policy. When it is determined that a specific budget account requires additional funds beyond those originally budgeted to meet approved/planned expenditures, a request may be made to transfer funds from a budget account that has "excess funds" available from what was estimated in the budget. Questions on any requested budget transfers should be forwarded to the Director of Business Services.

CENTRAL OFFICE APPROVAL: _____

DATE: _____