

# BUDGETARY TRANSFER REQUEST FORM

Warren County School District

Individual Requesting Transfer of Funds:

James Evers

Date: 1/14/2020

Building: Warren County Career Center

Budget Year: 2019-2020

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

Budget Request #1

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

|                      | From(Cr):             |        |                       |                              |                       |                                |
|----------------------|-----------------------|--------|-----------------------|------------------------------|-----------------------|--------------------------------|
| #1                   | BUN #                 | Acct # | Account Description   | Amount of Transfer Requested | Current Budget Amount | Adjusted Budget After Transfer |
|                      | 01.2380.000.24.07.000 | 762    | Equipment Replacement | 5,000.00                     | 16,604.15             | 11,604.15                      |
|                      |                       |        |                       |                              |                       |                                |
|                      |                       |        |                       |                              |                       |                                |
|                      |                       |        |                       |                              |                       |                                |
|                      |                       |        |                       |                              |                       |                                |
|                      |                       |        |                       |                              |                       |                                |
|                      |                       |        |                       |                              |                       | 0.00                           |
|                      |                       |        |                       |                              |                       | 0.00                           |
| <b>TOTAL CREDITS</b> |                       |        |                       | <b>5,000.00</b>              | <b>16,604.15</b>      | <b>11,604.15</b>               |

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

|                     | To (Db):              |        |                             |                              |                       |                                |
|---------------------|-----------------------|--------|-----------------------------|------------------------------|-----------------------|--------------------------------|
| #1                  | BUN #                 | Acct # | Account Description         | Amount of Transfer Requested | Current Budget Amount | Adjusted Budget After Transfer |
|                     | 01.1390.000.24.07.000 | 610    | Vocational General Supplies | 5,000.00                     | 10,000.00             | 15,000.00                      |
|                     |                       |        |                             |                              |                       |                                |
|                     |                       |        |                             |                              |                       |                                |
|                     |                       |        |                             |                              |                       |                                |
|                     |                       |        |                             |                              |                       |                                |
|                     |                       |        |                             |                              |                       |                                |
|                     |                       |        |                             |                              |                       | 0.00                           |
|                     |                       |        |                             |                              |                       | 0.00                           |
| <b>TOTAL DEBITS</b> |                       |        |                             | <b>5,000.00</b>              | <b>10,000.00</b>      | <b>15,000.00</b>               |

**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:**  
4.12.2017  
ACT2 Budgetary Transfer Request Form

DATE: 1/23/20

1/14/2020