

# BUDGETARY TRANSFER REQUEST FORM

## Warren County School District

Individual Requesting  
Transfer of Funds:

James Evers

Date: 3/1/2022

Building: WCCC

Budget  
Year: 2021/2022

Budget  
Request

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

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

#1	From(Cr):					
	BUN #	Acct #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
1	01.1390.000.24.07.000	810	WCCC Dues & Fees	1,000.00	3,000.00	2,000.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
<b>TOTAL CREDITS</b>				<b>1,000.00</b>	<b>3,000.00</b>	<b>2,000.00</b>

Budget  
Request

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.

#1	To (Db):					
	BUN #	Acct #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
1	01.2380.000.24.07.000	580	WCCC Mileage Reimbursement	1,000.00	1,000.00	2,000.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
<b>TOTAL DEBITS</b>				<b>1,000.00</b>	<b>1,000.00</b>	<b>2,000.00</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:

DATE: 3/14/22