

BUDGETARY TRANSFER REQUEST FORM

Warren County School District

Individual Requesting
Transfer of Funds:

Lisa Niedzialek

Date: 12/8/2011

Building: Central Office

Budget

Year: 2011-12

Budget
Request

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

From(Cr):					
BUDGET	ASN #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
01-1100-000-00-00-564	/ 322	WCSD Cyber / IU Contract	\$ 20,550	\$ 155,550	\$ 135,000
					\$ -
					\$ -
					\$ -
TOTAL CREDITS			\$ 20,550	\$ 155,550	\$ 135,000

Budget
Request

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

To (Db):					
BUDGET	ASN #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
01-2190-000-00-35-000	/ 610*	Admin. Supplemental Assign / Gen.	\$ 1,800	\$ -	\$ 1,800
01-2250-000-21-00-000	/ 645	Librarian Sec. / Software	\$ 12,500	\$ 18,589	\$ 31,089
01-2380-000-11-40-000	/ 610	AVES Principal / General Supplies	\$ 250	\$ -	\$ 250
01-2380-000-21-00-000	/ 580	Office of Prin. Sec. / Mileage Reimb.	\$ 4,000	\$ -	\$ 4,000
01-2380-000-11-00-000	/ 580	Office of Princ. Elem. / Mileage	\$ 2,000		\$ 2,000
TOTAL DEBITS			\$ 20,550	\$ 18,589	\$ 39,139

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:

Amanda B. Hick

DATE: 12-8-2011

June 12/8/11