

BUDGETARY TRANSFER REQUEST FORM

Warren County School District

Individual Requesting
Transfer of Funds:

Lisa Niedzialek

Date: 3/9/2012

Building: Central Office

Budget

Year: 2011-2012

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
01-2390-000-21-35-000	581	Dir Instr Services / Training Expense	\$ 650	\$ 1,861	\$ 1,211
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL CREDITS			\$ 650	\$ 1,861	\$ 1,211

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
01-2160-000-00-35-000	580	Attendance Officer / Mileage	\$ 650	\$ 1,000	\$ 1,650
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL DEBITS			\$ 650	\$ 1,000	\$ 1,650

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. Detrick

DATE: 3-12-12

CENTRAL OFFICE APPROVAL:

John Cole

DATE: 3/15/12