BUDGETARY TRANSFER REQUEST FORM

Warren County School District

Transfer of Funds:			J. GROSCH			
Date:	4.4.16		Building:		со	
Budget Year:	2015-2016	2		-		
				This is the current "budget," amount not		
Budget			The amount of funds requested for transfer from this account indicates more funds are available than required		the current balance	
Request			this year.			
#1	From(Cr):					Adinatad
				Amount of	Current	Adjusted Budget
	BUN#	Acct#	Account Description	Transfer	Budget	After
				Requested	Amount	Transfer
1	01.2511.000.00.35.000	540	Supervision of Fiscal Serv - Advertising	2,143.22	2,143.22	0.00
	01.2511.000.00.35.000		Supervision of Fiscal Serv - Training	4,956.78	13,005.00	8,048.22
	01.2500.000.00.35.000	141	Business Services - Overtime	2,877.81	2,877.81	0.00
	01.2500.000.00.35.000	121	Business Services - Labor	101,000.00	101,000.00	0.00
						0.00
						0.00
						0.00
						0.00
						0.00
			· · · · · · · · · · · · · · · · · · ·			0.00
			TOTAL CREDITS	110,977.81	119,026.03	8,048.22
Budget			The amount of funds requested for transfer to this account	This is the current		
Request			indicates more funds are needed than estimated for this vear.	" <u>budget,</u> " amount not the current balance		
#1	To (Db):		your	_		
<i>T</i> 1	10 (Db).					Adjusted
				Amount of	Current	Budget
	BUN#	Acct #	Account Description	Transfer	Budget	After
				Requested	Amount	Transfer
	01.2513.000.00.35.000		Receiving & Dispersing Funds - Gen Sup	200.00	0.00	200.00
	01.2514.000.00.35.000		Payroll - Training	500.00	0.00	500.00
	01.2514.000.00.35.000		Payroll - General Supplies	1,500.00	0.00	1,500.00
	01.2515.000.00.35.000		Financial Acct - Mileage	800.00	0.00	800.00
	01.2515.000.00.35.000		Financial Acet -Training	1,500.00 200.00	0.00	1,500.00 200.00
	01.2515.000.00.35.000	610 580	Financial Acct - General Supplies Purchasing - Mileage	400.00	0.00	400.00
	01.2520.000.00.35.000		Purchasing - Willeage Purchasing - General Supplies	1,000.00	0.00	1,000.00
	01.2520.000.00.35.000 01.2590.000.00.00.000	330	Business Support Serv - Prof Services	1,000.00	0.00	1,000.00
	01.2514.000.00.35.000	141	Payroll - Overtime	2,877.81	0.00	2,877.81
	01.2511.000.00.35.000	121	Supervision of Fiscal Serv - Labor	101,000.00		101,000.00
			TOTAL DEBITS	110,977.81	0.00	110,977.81
	H	-				

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:

Individual Requesting

ACT2 Budgetary Transfer Request Form