BUDGETARY TRANSFER REQUEST FORM
Warren County School District

R-Decke
3/7/17

Individual Requesting Transfer of Funds:	**Rhonda Decker**
Date: 3/8/2017	**Building:** **CO - District**
Budget Year: 16/17	

Budget Request #1

From(Cr):

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

	BUN #	Acct #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
	01-2120--000-00-00-000	645	Guidance Software	$ 4,458	$ 6,242	$ 1,785
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
			TOTAL CREDITS	$ 4,458	$ 6,242	$ 1,785

Budget Request #1

To (Db):

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

	BUN #	Acct #	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
	01-2250-000-21-00-000	645	Secondary Library Software	$ 4,458	$ 32,345	$ 36,803
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
			TOTAL DEBITS	$ 4,458	$ 32,345	$ 36,803

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: 3/9/17

ACT2 Budgetary Transfer Request Form

3/7/2017