## **BUDGETARY TRANSFER REQUEST FORM**

**Warren County School District** 

| Individual Requesting<br>Transfer of Funds: |                       |            | Jim Grosch   |   | (*)                         |   |
|---|-----------------------|------------|--|---|-----------------------------|---|
| Date:                                       | 4/2/2020              | -          | Building:  | = [   | Central Office              |   |
| Budget<br>Year:                             | 2019-2020             | <b>-</b> E |  |   | This is the                 |   |
| Dudmak                                      |                       |            | The amount of funds requested for transfer from this   | 1   | the current                 | balance                                 |
| Budget<br>Request                           |                       |            | account indicates more funds are available than required this year.  | ,   |                             |   |
| #1  | From(Cr):             |            |  |   |                             |   |
|   | BUN#                  | Acct #     | Account Description  | Amount of<br>Transfer<br>Requested                            | Current<br>Budget<br>Amount | Adjusted<br>Budget<br>After<br>Transfer |
|   | 01 1110 000 00 00 000 | 120        | Regular Instruction  | 50,000.00   | 50,000.00                   | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            |  |   |                             | 0.00                                    |
|   |                       |            | TOTAL CREDITS  | 50,000.00   | 50,000.00                   | 0.00                                    |
|   |                       |            |  |   | 00,000.00                   |   |
| Budget<br>Request                           | equest                |            | 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 |                             |   |
| #1  | To (Db):              |            |  |   | _                           |   |
|   | BUN#                  | Acct #     | Account Description  | Amount of<br>Transfer<br>Requested                            | Current<br>Budget<br>Amount | Adjusted<br>Budget<br>After<br>Transfer |
|   | 01 2260 000 00 00 000 | 120        | Regular Instruction  | 50,000.00   |                             | 50,000.00                               |
|   | -                     |            |  |   |                             | -                                       |
|   |                       |            |  |   |                             |   |
|   |                       |            |  |   |                             |   |
|   |                       |            |  |   |                             | 195                                     |
|   |                       |            |  |   |                             |   |
|   |                       |            |  |   |                             | <b></b>                                 |
|   |                       |            |  |   |                             | 1 <b>5</b> 2                            |
|   |                       |            |  |   |                             | -                                       |
|   |                       |            | TOTAL DEBITS   | 50,000.00   | 2                           | 50,000.00                               |

<u>Directions</u>: This form is to be submitted by the individual who has <u>"budget oversight responsibility" and the authority to transfer funds in accordance with Board Policy.</u> 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.

| <b>CENTRAL</b> | OFFICE | ADDDOV | A I . |
|----------------|--------|--------|-------|
| CENTRAL        | OFFICE | APPRUV | AL:   |

4.12.2017 ACT2 Budgetary Transfer Request Form WIE. \_\_\_\_\_

4/2/2020