## **BUDGETARY TRANSFER REQUEST FORM**

**Warren County School District** 

	vidual Requesting ansfer of Funds:	,	Lisa Niedzialek				
Date:	8/7/2013		Building:	Central Office			
Budget Year:	2012-2013						
,		1	The amount of funds requested for transfer from this	<u>"bu</u>		This is the current budget," amount not the current balance amount.	
Budget Request			account indicates more funds are available than required this year.	L			
15	From(Cr):					A 11 4 1	
	BUN#	Acct#	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer	
	01-2270-800-24-07-189	581	Perkins / Training Expense	4,148.76	6,000.00	1,851.24	
			TOTAL CREDITS	4,148.76	6,000.00	1,851.24	
			The amount of tunds 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 amount.			
	To (Db):			_			
	BUN#	Acct#	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer	
	01-1390-800-24-07-189	750	Perkins / Instructional Equip	4,148.76	13,548.78	17,697.54	
			TOTAL DEBITS	4,148.76	13,548.78	17,697.54	

<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.

CENTRAL OFFICE APPROVAL:

7 DATE: 8/9/13