

**WEBB COUNTY
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET**

INSTRUCTIONS:

ALL budget appropriation transfer and supplemental budget requests for grants and forfeitures require Auditor's Office pre-approval for court agenda. Please submit the signed form to the Auditor's Office for review along with copy of grant award, terms of award, proof of receipt of additional revenue and/or other backup to support this request for our review. Should pre-approval be granted, the Department will be notified and Auditor's Office will upload the signed form as part of the proposed agenda item. Agenda items will be between Auditor's Office sponsored by the Department requesting the budget amendment.

Requesting Department : Webb County District Attorney

Date of Request: 05/17/2018

Request Type (check one): Federal Forfeiture

Departmental Line Item Transfer
(Check if transfer within existing budget)

Supplemental Budget
(Check if new unbudgeted revenue / expenditure)

Transfer From / Supplemental Revenue:

Account Number	Account Name	Amount
TOTAL		\$0.00

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2162-2260-001-461000	Materials & Supplies	\$5,000.00
2162-2260-001-462605	Fuel & Lubricants	\$6,500.00
TOTAL		\$11,500.00

*Reviewed by:
Omar Salgado
5/17/18*

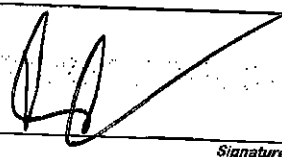
Justification for Request:

Funds needed to purchase materials and supplies and to cover fuel & lube for Investigator units.
Proceeds available from Fund Balance

Available to Appropriator
\$478,845.00

Approved by Department Signing Authority:
David Sanchez - Chief Financial Officer

Print Name/Title


Signature

Recommended by County Auditor's Office:	FOR AUDITOR'S USE ONLY	
	<u>Rafael Perez</u>	Date: <u>5/18/18</u>

FOR BUDGET OFFICE USE ONLY		
Commissioners Court Approval Date: _____	Agenda Item: _____	Initials: _____
Date Entered by Budget Office: _____	_____	_____

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Requesting Department : Webb County District Attorney

Date of Request: 05/17/2018

Request Type (check one): Treasury Forfeiture

Departmental Line Item Transfer
(Check if transfer within existing budget)

Supplemental Budget
(Check if new unbudgeted revenue / expenditure)

Transfer From / Supplemental Revenue:

Account Number	Account Name	Amount
TOTAL		\$0.00

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2163-2260-001-443000-075	Repairs & Maintenance Vehicles	\$12,500.00
2163-2260-001-457006	Law Enforcement - Other	\$23,000.00
TOTAL		\$35,500.00

*Reviewed by:
Omar Salgado
5/17/18*

Justification for Request:

Funds needed to cover vehicles expenditures and payments to storage facilities
Proceeds available from Fund Balance

*Available to appropriate
\$152,301.96*

Approved by Department Signing Authority:

David Sanchez - Chief Financial Officer

Print Name/Title

[Signature]
Signature

Recommended by County Auditor's Office:

Rafael Perez

FOR AUDITOR'S USE ONLY

Date: 5/18/18

FOR BUDGET OFFICE USE ONLY

Commissioners Court Approval Date: _____
Date Entered by Budget Office: _____

Agenda Item: _____
Initials: _____

