

**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 : 406th Judicial District Adult Drug Court Program Date of Request: 10/11/2018

Request Type (check one):

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
2736-259700	Fund Balance	\$4,968.56
TOTAL		\$4,968.56

Transfer To / Supplemental Expenditure Accounts		
Account Number	Account Name	Amount
2376-4050-001-432001	Professional Services	\$4,968.56
2736		
TOTAL		\$4,968.56

REVIEWED: *Yerunda Lara*

Justification for Request:
There is currently an outstanding balance for Drug testing services rendered to all participants of the Drug Court Program.

Approved by Department Signing Authority:
Oscar J. Hale, Jr/Presiding Judge *Amanda Pina*
Print Name/Title Signature

FOR AUDITOR'S USE ONLY
 Recommended by County Auditor's Office: *Rafael Perez* Date: 10/12/2018

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