

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 : County Court #2 DWI Court Program Date of Request: 10/02/2018

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
2356-2070-003-410000	Payroll	\$18,000.00
2356-2070-003-422000	Fica	\$1,377.00
2356-2070-003-423000	Retire	\$2,119.00
2356-2070-003-425000	Unemployment	\$212.00
2356-2070-003-426000	Workers Compensation	\$120.00
2356-2070-003-459020	Other	\$2,609.00
TOTAL		\$24,437.00

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2356-2070-003-421000	Insurance	\$5,200.00
2356-2070-003-432001	Professional Services	\$12,500.00
2356-2070-003-461000	Materials & Supplies	\$7.00
2356-2070-003-460021	Surveillance Supplies	\$1,396.00
2356-2070-003-460105	Minor Tools & Apps	\$5,334.00
TOTAL		\$24,437.00

Justification for Request:

Transfer of funds in order to cover unanticipated services and supplies

Approved by Department Signing Authority:

VICTOR VARRAVAL, JOGE
Print Name/Title

Victor Varraval
Signature

FOR AUDITOR'S USE ONLY

Recommended by County Auditor's Office: JERRY LARA Date: 10/09/18

FOR BUDGET OFFICE USE ONLY

Commissioners Court Approval Date: _____ Agenda Item : _____
Date Entered by Budget Office: _____ Initials: _____