

**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 CAA Date of Request: 12/19/2018

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
2368-5170-521-463801-005	Emergency Services RENT	\$1,775.00
TOTAL		\$1,775.00

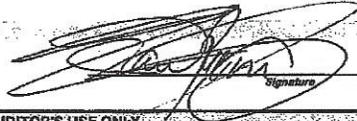
Transfer To / Supplemental Expenditure Accounts:

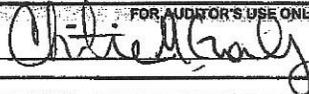
Account Number	Account Name	Amount
2368-5170-521-463801	Emergency Services	\$1,775.00
TOTAL		\$1,775.00

Justification for Request:

CEAP 2019 requirements will be changing next year, requiring for CAA to request immigration status documentation and TX ID license or ID from all household members applying for the services.

Approved by Department Signing Authority:
Javier Ramirez/Executive Director



FOR AUDITOR'S USE ONLY
Recommended by County Auditor's Office:  Date: 12/20/2018

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