



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

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: 03/12/2019

Request Type (check one):

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

Supplemental Budget
(Check if new unbudgeted revenue / expenditure)

Account Number	Account Name	Amount
2736-259700	Fund Balance	\$3,094.00
TOTAL		\$3,094.00

Account Number	Account Name	Amount
2736-4050-003-432001- 001-458000	Administrative Travel	\$3,094.00
TOTAL		\$3,094.00

REVIEWED BY
JERRY LARA

Justification for Request:

Three staff members will attend the 2019 Texas Association of Specialty Courts Conference from April 10- April 12 and will be reimbursed by stipend once conference has concluded. There is no impact on the general fund.

Approved by Departmental Budgeting Authority: Oscar J. Hale Jr. Signature: Armanda Pina with permission

Recommended by County Auditor's Office: Rachel Flores Date: 3/13/19

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