

## 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 preapproval 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 : CAA Self-Help Center	Date of Request: 09/25/2020	
Request Type (check one):		
Departmental Line Item Transfer	Supplemental Budget	
(Check if transfer within existing budget)	(Check if new unbudgeted revenue / exp	enditure)
Transfer From / Supplemental Revenue:		
Account Number	Account Name	Amount
2530-6360-521-422000	Fica	\$1,500.00
2530-6360-521-426000	Workers Comp	\$205.00
2530-6360-521-425000	Unemployment	\$1,200.00
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		NAME OF THE PARTY
	TOTAL	\$2,905.00
Transfer To / Supplemental Expenditure Accounts		
Account Number	Account Name	Amount
2530-6360-521-410000	Payroll	\$600.00
2530-6360-521-421000	Insurance	\$2,305.00
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	TOTAL	\$2,905.00
Justification for Request: Payroll and Insurance Line Items are facing projecte shortages.	ed shortages. Grants funds are being transferred to cove	er projected
Approved by Department Signing Authority:		
	James to	Ep
James Flores Print Name/Title	Signature	4)
	OR AUDITOR'S USE ONLY	
Recommended by County Auditor's Office:	Date:	
FOR	R BUDGET OFFICE USE ONLY	
And the second s	Agenda Item :	
Commissioners Court Approval Date:		7.334
Date Entered by Budget Office:	Initials:	

James Flores

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