



**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 : Sheriff Department Date of Request: 02/08/2022

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
2475-3010-001-470000	Capital Outlay	\$4,500.00
TOTAL		\$4,500.00

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2475-3010-001-460105-015	Minor Tools	\$4,500.00
TOTAL		\$4,500.00

Justification for Request:

Line item transfer will reclassify funds due to a relocation approval of monies from the Operation Lone Star Contingency line-item account to the Minor Tools account.

Approved by Department Signing Authority:
Martin Cuellar, County Sheriff

Print Name/Title

Signature

Recommended by County Auditor's Office:

FOR AUDITOR'S USE ONLY

Date: 2-11-2022

FOR BUDGET OFFICE USE ONLY

Commissioners Court Approval Date: _____

Date Entered by Budget Office: _____

Agenda Item : _____

Initials: _____