



**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 : Constable Pct. 4 Date of Request: 03/31/2023

**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
2202-3170-001-457006	LAW ENFORCEMENT OTHER	\$500.00
<b>TOTAL</b>		<b>\$500.00</b>

*o.s. 3/31/23*

**Transfer To / Supplemental Expenditure Accounts:**

Account Number	Account Name	Amount
2202-3170-001-456305	UNIFORMS	\$500.00
<b>TOTAL</b>		<b>\$500.00</b>

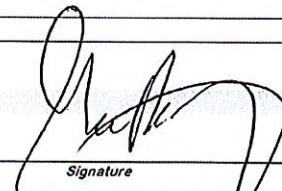
**Justification for Request:**

Funds will be used to cover cost for uniforms.

Approved by Department Signing Authority:

Chief / Gerardo Ramirez

Print Name/Title



Signature

<b>FOR AUDITOR'S USE ONLY</b>	
Recommended by County Auditor's Office: <u>Onir Salgado</u>	Date: <u>3/31/23</u>

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

Template

Department **CNTS PCT 4 - Constable Pct 4**

Vendor

Description

Category **Standard**

Form Type

Item

Item

Description

Quantity

Unit of Measure **EA - Each**

Price per Unit \$

G/L Account **2202-3170-001-457006 - Law Enf**

Project

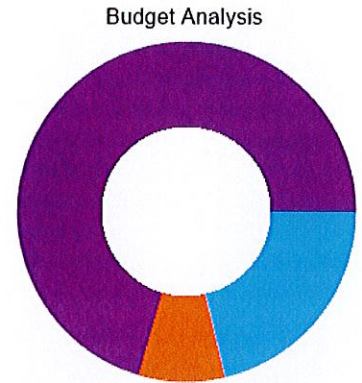
Contract

Budget Analysis

**2202-3170-001-457006 (Const Pct.4 Federal Forfeiture-Cnstbl Pct 4 H Devally-Administration-Law Enforcement - Other**  
**Budget Type Base Account Fiscal Year 2023**

Original Budget	<b>\$10,000.00</b>
Budget Amendments - Posted	<b>\$1,348.96</b>
* Unposted Positive B/A	<b>\$0.00</b>
* Unposted Negative B/A	<b>(\$500.00)</b>
<b>Total Budget</b>	<b>\$11,348.96</b>
Expenses/Revenues	<b>\$2,416.36</b>
Encumbrances	<b>\$0.00</b>
Unposted Transactions (Details)	<b>\$932.00</b>
Transaction Amount	<b>\$0.00</b>
<b>Available Budget</b>	<b>\$8,000.60</b>

\* = Budget Amendment Excluded



- Expenses/Revenues 21%
- Unposted Transactions 8%
- Available Budget 70%
- Encumbrances 0%
- Transaction Amount 0%

Template

Department **CNTS PCT 4 - Constable Pct 4**

Vendor

Description

Category **Standard**

Form Type

Item  <New>

Item

Description

Quantity

Unit of Measure **EA - Each**

Price per Unit \$

G/L Account **2202-3170-001-456305 - Uniform**

Project

Contract

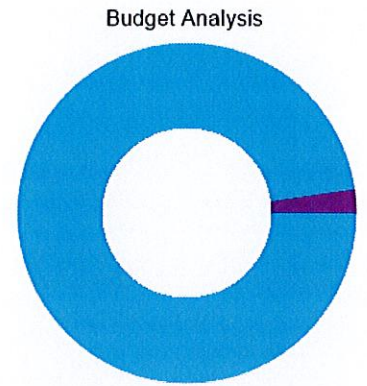
Budget Analysis

**2202-3170-001-456305 (Const Pct.4 Federal Forfeiture-Cnstbl Pct 4 H Devally-Administration-Uniforms)**

Budget Type **Base Account** Fiscal Year **2023**

Original Budget	\$0.00
Budget Amendments - Posted	\$5,331.54
* Unposted Positive B/A	\$500.00
* Unposted Negative B/A	\$0.00
<b>Total Budget</b>	<b>\$5,331.54</b>
Expenses/Revenues	\$5,206.54
Encumbrances	\$0.00
Unposted Transactions (Details)	\$0.00
Transaction Amount	\$0.00
<b>Available Budget</b>	<b>\$125.00</b>

\* = Budget Amendment Excluded



- Expenses/Revenues 98%
- Encumbrances 0%
- Unposted Transactions 0%
- Transaction Amount 0%
- Available Budget 2%