WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS:

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department : Community Action Agency **Date of Request:** 08/10/2023

Request Type (check one):

☑ Departmental Budget Amendment ☑ Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
2364-5360-521-457900	Program Services Expenditures	$165.49
2364-5360-521-463804-102	Utility Assistance P2 Prevention	$6,105.23
	TOTAL	$6,270.72

Transfer To:

Account Number	Account Name	Amount
2364-5360-521-463804-102	Utility Assistance P1 Restoration	$4,890.72
2364-5360-521-463804-102	Utility Assistance P3 Rate Reduction	$1,380.00
	TOTAL	$6,270.72

Justification for Request:

Approved by Department Signing Authority:

James E. Flores, Director
Print Name/Title

James Flores
Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: _____ **Agenda Item :** _____

Date Entered by Budget Office: _____ **Initials:** _____

BA#: _____

_____

August 2020