



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: 11/29/2023

Request Type (check one):



Departmental Budget Amendment



Emergency Budget Amendment

Transfer From:		
Account Number	Account Name	Amount
2364-5360-521-457900	Program Services Expenditures	\$3,706.93
2364-5360-521-463804-102	Utility Assistance P2 Prevention	\$148.30
2364-5360-521-463804-103	Utility Assistance P3 Rate Reduction	\$85.00
2364-5360-521-410000	Payroll Cost	\$800.00
2364-5360-521-421000	Health Life Insurance	\$300.00
2364-5360-521-423000	Retirement County Share	\$200.00
	TOTAL	\$5,240.23

Transfer To:		
Account Number	Account Name	Amount
2364-5360-521-463804-101	Utility Assistance P1 Restoration	\$5,240.23
	TOTAL	\$5,240.23

Justification for Request:

Approved by Department Signing Authority:

Guillermo Walls, CAA Director
Print Name/Title

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: _____ Agenda Item : _____

Date Entered by Budget Office: _____ Initials: EAG

BA#: BA-2024-00005806

12/01/23