COUNTY OF HUMBOLDT REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

A

Increase/decrease budget unit appropriation (with Board approval)* Original Establish/transfer funds in Fixed Assets <\$10,000 (CAO & Auditor Approval) Original	D	EPARTMENT:	PROBATION	DE	PARTME	NT #:_	235	POSTING DATE:	2/1/2024
Increase/decrease budget unit appropriation (with Board approval) Original Establish/transfer funds in Fixed Assets <\$10,000 (CAO & Auditor Approval)	1.) The 	X Transfer within expenditure/revenue category (with Auditor Approval) X Transfer between expenditure/revenue category (with CAO & Auditor Approval)							
Amount: Number: Name: Number: Name: \$ 12,000.00 1100235-8986 Equipment 1100235-2122 Minor Equipment 1100235-2122 Minor Equipment 1100235-2122 Minor Equipment		 X	Transfer to or from Contingencies (with Board Approval)* Increase/decrease budget unit appropriation (with Board approval)* Establish/transfer funds in Fixed Assets <\$10,000 (CAO & Auditor Approval)						Original +1 Original +1 Original +1 Original +1
2.) Amount: Number: Name: Number: Name: \$ 12,000.00 1100235-8986 Equipment 1100235-2122 Minor Equipment 1100235-2122 Minor Equipment 1100235-2122 Minor Equipment 3.) In the space below, state (a) reason for transfer request, (b) reason why there are sufficient balances in affected accounts, and (c) why transfer cannot be delayed until next budget year. .) 3.) The line item of 2122 is untouched at this point of FY 23/24 and contains enough a sufficient appropriation to transfer some funds into the 08 budget category for this purchase .) </td <td></td> <td></td> <td>Transfor t</td> <td></td> <td colspan="3">Transfer from Accounts</td>			Transfor t		Transfer from Accounts				
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5.) Balances verified by Auditor-Controller Date (signed) APPROVED By Cheryl Dillingham at 3:26 pm, Mar 14, 20 6.)/Approved /Not approved /Recommended /Not recommended County Administrative Officer: Date (signed)									
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County Administrative Officer: Date (signed)	5.) Bala	nces verified by	Auditor-Controller	D	ate		(signed)		6 pm, Mar 14, 2024
INSTRUCTIONS	6.)	_/Approved	/Not approved	I/Recom	mended		/Not recon	nmended	
		County Adminis	strative Officer:	D	ate		(signed)		
SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.				INSTRUC	TIONS				
	SEND O	RIGINAL REQUE	ST FOR BUDGET TRA	NSFER DIRECTLY	TO THE AL	JDITOR	-CONTROL	LER.	
* Requires copy of Board Order to be attached Revised 03/19 Posted by									