Budget Transfer Request

Department: 4090 Environmental Health **Date:** September 27, 2018 #_____ (for Finance use)

	FROM: Department Budget Account	Title	AMOUNT	*TO:* Department Budget Account	Title	Detailed Explanation Required:
1	4090.54310	Automotive Fuel	$550	4090.52220	Departmental Equipment	Realign Tobacco Enforcement grant expenses.
2	4090.54414	Local Mileage	$1,700	4090.54425	Service Contracts	Accela software annual maintenance & support higher than budgeted.
3	4090.54412	Travel/Training	$1,300	4090.54425	Service Contracts	Accela software annual maintenance & support higher than budgeted.
4	4090.54303	Office Supplies	$700	4090.54425	Service Contracts	Accela software annual maintenance & support higher than budgeted.
5	4090.54472	Telephone	$600	4090.54425	Service Contracts	Accela software annual maintenance & support higher than budgeted.
6	4090.54568	Rabies Control	$340	4090.54330	Printing	Realign Rabies grant expenses
7						
8						

Date of Program Committee: 10/9/2018

Date Sent to Program Committee: _____

Sender's Initials_____

SIGNATURES

Department Head: Brenda Grinnell Crosby Date Signed: 9/27/18

Director of Finance Date Signed

for County Administration use only

Routing: Submit 4 (four) copies to Finance-Comptroller
Submit 1 (one) copy to Program Committee for next agenda