COUNTY OF HUMBOLDT
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

 # A _____

DEPARTMENT: Sheriff's Department DEPARTMENT #: 25 POSTING DATE: 2/25/2020

1.) The reason for this budget transfer request is:

	Transfer within expenditure/revenue category (with Auditor Approval)	Original only
	Transfer between expenditure/revenue category (with CAO & Auditor Approval)	Original +1
	Increase/decrease Intrafund Transfer account (with Board Approval)*	Original +1
	Transfer to or from Contingencies (with Board Approval)*	Original +1
	Increase/decrease budget unit appropriation (with Board approval)*	Original +1
	Establish/transfer funds in Fixed Assets <$10,000 (CAO & Auditor Approval)	Original +1
X	Establish/transfer funds in Fixed Assets >$10,000 (with Board Approval)*	Original +1

2.)

Amount:	Transfer to Account: Number:	Transfer to Account: Name:	Transfer from Account: Number:	Transfer from Account: Name:
$ 59,198.00	1100221911-8530	Computer Equip	1100221-2123	Special Departmental
$ 59,198.00	1100221911-9360	General Fund Cont.	1100221-9360	General Fund Contribution

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.

a.) The Byrne JAG Local Grant is contributing $18,809 towards the purchase of training simulator equipment. HCSO is paying the balance of the cost of the equipment.

b.) As of 2/13/2020 there is a remaining balance of $471K in special departmental. HCSO will manage accordingly.

c.) Acceptance of the Byrne JAG local grant is during FY2019-20, the match needs to occur with the acceptance of the grant.

4.) Department Head Approval: Date 2/14/2020 (signed) Regina Geller

5.) Balances verified by Auditor-Controller Date _____ (signed) _____

6.) _____/Approved _____/Not approved _____/Recommended _____/Not recommended

County Administrative Officer: Date _____ (signed) _____

INSTRUCTIONS

SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.

* Requires copy of Board Order to be attached *Revised 03/19* Posted by _____