



ALL budget appropriation transfer and supplemental budget requests for grants and forfeitures require Auditor's Office pre-approval for court agenda. Please submit the signed form to the Auditor's Office for review along with copy of grant award, terms of award, proof of receipt of additional revenue and/or other backup to support this request for our review. Should pre-approval be granted, the Department will be notified and Auditor's Office will upload the signed form as part of the proposed agenda item. Agenda items will be between Auditor's Office sponsored by the Department requesting the budget amendment.

Date of Request: 05/19/2025

(Check if new unbudgeted revenue / expenditure)

TOTAL

TOTAL

Line Item transfer within grant funds. Funds needed to cover payroll and training & education expenses

Signature _____

Date:

Initials: