



WEBB COUNTY
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

INSTRUCTIONS:

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.

Requesting Department : Constable Pct. 4

Date of Request: 05/07/2026

Request Type (check one):



Departmental Line Item Transfer
(Check if transfer within existing budget)



Supplemental Budget
(Check if new unbudgeted revenue / expenditure)

Transfer From / Supplemental Revenue:

Account Number	Account Name	Amount
2202-3170-001-455501	Drug Free Campaign	\$500.00
TOTAL		\$500.00

Transfer To / Supplemental Expenditure Accounts:

Account Number	Account Name	Amount
2202-3170-001-461000	Material & Supplies	\$500.00
TOTAL		\$500.00

Justification for Request:

Funds will be used to cover expenses for department.

Approved by Department Signing Authority:

Constable Rolando San Miguel

Print Name/Title

[Signature]
Signature

FOR AUDITOR'S USE ONLY

Recommended by County
Auditor's Office:

Onur Salcedo

Date:

5/7/26

FOR BUDGET OFFICE USE ONLY

Commissioners Court Approval Date: _____

Date Entered by Budget Office: _____

Agenda

Item : _____

Initials: _____

Template	CNTS PCT 4 - Constable Pct 4
Department	
Vendor	
Description	
Category	Standard
Form Type	
Item	<New>
Item	
Description	
Quantity	
Unit of Measure	EA - Each
Price per Unit	
GL Account	2202-3170-001-455501 - Drug Free
Project	
Contract	

Save Save/New Item Save/New Requisition

Budget Analysis

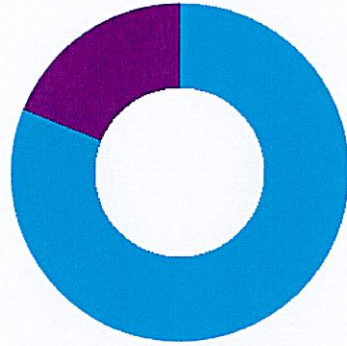
2202-3170-001-455501 (Const Pct.4 Federal Forfeiture-Cnstbl Pct 4-Administration-Drug Free Campaign)

Budget Type Base Account Fiscal Year 2026

Original Budget	\$20,000.00
Budget Amendments - Posted	\$0.00
* Unposted Positive B/A	\$0.00
* Unposted Negative B/A	\$0.00
Total Budget	\$20,000.00
Expenses/Revenues	\$16,204.39
Encumbrances	\$0.00
Unposted Transactions (Details)	\$0.00
Transaction Amount	\$0.00
Available Budget	\$3,795.61

* = Budget Amendment Excluded

Budget Analysis



- Expenses/Revenues 81%
- Unposted Transactions 0%
- Available Budget 19%
- Encumbrances 0%
- Transaction Amount 0%

-500

Requisition List

Requisition



Template	
Department	CNTS PCT 4 - Constable Pct 4
Vendor	
Description	
Category	Standard
Form Type	
Item	<New>
Item	
Description	
Quantity	
Unit of Measure	EA - Each
Price per Unit	
G/L Account	2202-3170-001-461000 - Material
Project	
Contract	
Save	Save/New Item
	Save/New Requisition

Budget Analysis

2202-3170-001-461000 (Const Pct.4 Federal Forfeiture-Cnstbl Pct 4-Administration-Materials & Supplies)

Budget Type Base Account Fiscal Year 2026

Original Budget	\$0.00
Budget Amendments - Posted	\$0.00
* Unposted Positive B/A	\$0.00
* Unposted Negative B/A	\$0.00
Total Budget	\$0.00
Expenses/Revenues	\$0.00
Encumbrances	\$0.00
Unposted Transactions (Details)	\$0.00
Transaction Amount	\$0.00
Available Budget	\$0.00

* = Budget Amendment Excluded

Account Detail Cancel Unposted Activity

+ 500