

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO. \_\_\_\_\_

DEPARTMENT Grand Jury (1920B) DATE 3/22/04

**1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:**

C O D E S		AMOUNT	DESCRIPTION
FUND OR ORG.	ACCOUNT		
From	19310	25,000 00	IFR - SMC GH
	19310	15,000 00	Other Special Dept. Expense
To	19310	40,000 00	Other Professional Contract

**Justification. (Attach Memo if Necessary)**

- 1) Transfer \$25,000 from SMMC to Grand Jury budget to cover auditor costs associated with the SMMC fiscal year ended 2003 audit.
- 2) Transfer \$15,000 within Grand Jury budget to cover the cost of two additional major programs as part of the fiscal year ended 2003 Single Audit.

**DEPARTMENT HEAD**

BY: *Reyna Sanchez* DATE 3/23/04  
 Board Action Required       Four-Fifths Vote Required       Board Action Not Required

2.  Board Action Required

Four-Fifths Vote Required

Board Action Not Required

Remarks: \_\_\_\_\_

**COUNTY CONTROLLER**

BY: \_\_\_\_\_ DATE \_\_\_\_\_

3.  Approve as Requested

Approve as Revised

Disapprove

Remarks: \_\_\_\_\_

**COUNTY MANAGER**

BY: \_\_\_\_\_ DATE \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY**

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

Ayes and in favor of said resolution:

Noes and against said resolution:

Supervisors: \_\_\_\_\_

Supervisors: \_\_\_\_\_