

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4122 Human Resources
Dept. # Department Name

Amia Massey 12/2/20
Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	010-09-9900-0000-490000-	(\$9,927.93)
Employee Recognition	010-01-4122-0000-560000-ERecg	\$9,890.29
Employee Recognition	010-01-4122-0000-560000-17023	\$36.84
Employee Recognition	010-01-4122-0000-560000-18027	\$0.80

JUSTIFICATION FOR REQUEST:

Budget Change Request to appropriate/carry forward \$9,927.93 in vending machine revenue to be used for employee recognition.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.