

## GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 5100 DHHS - Public Health  
Dept. # Department Name

\_\_\_\_\_  
Department Director's Signature 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

Resolution #

Date

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	PROJECT	AMOUNT
	Fund - Dept - Subdept - Div - Acct - Subacct	SUBPROJECT	Whole Dollars Only
	xx - xxxx - xxxx - xxxx - xxx - xxx	xxxxx - xxxx	(See Note Below)
Salaries	11-5100-5140-5141-121-000	16029-0001	(\$50,000)
FICA	11-5100-5140-5141-181-000		(\$5,000)
Retirement	11-5100-5140-5141-182-000		(\$9,000)
Special Programs	11-5100-5140-5142-298-000		\$64,000

### JUSTIFICATION FOR REQUEST:

The Gaston County WIC Program has excess funds due to lapsing salaries and benefits. WIC experienced several vacancies in the past months including food supplement clerks, nutritionist, and record clerk which created excess funds in the salary and benefit line items. Due to WIC State funding guidelines and allocation requirements, the funds need to be utilized during the fiscal year. These funds are needed to cover expenses related to WIC program operating costs and client services. Transfer of funds is within the existing Public Health budget and no additional funds are required. These are non-County funds.

### APPROVAL SIGNATURES:

\_\_\_\_\_  
County Manager/Interim Assistant County Manager Date

\_\_\_\_\_  
Financial Operations Manager/Asst. Financial Operations Mgr. Date

\_\_\_\_\_  
Interim Budget Administrator Date

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.