

**RIVERSIDE COMMUNITY COLLEGE DISTRICT****Business & Financial Services****BUDGET TRANSFER FY _____**☐ Permanent ☐ One-Time

PREPARER'S NAME	DEPARTMENT	DATE

PLEASE CHECK (x) IN THE APPROPRIATE BOX(es)

- ☐ **TYPE A** Transfer within a major object code
- ☐ **TYPE B** Transfer between major object codes *(Requires VP, Assoc. VC, President or Chancellor and BOARD APPROVAL)*

Reason for transfer: _____

Transfer From:	BUDGET CODE	AMOUNT
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

TOTAL _____

Transfer To:	BUDGET CODE	AMOUNT
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

TOTAL _____

Approved By: _____

Date: _____

Approved By: _____

Date: _____

Type B requires VP, Assoc. VC, President or Chancellor Approval

Certification: _____

This Certification is Required for all Transfers Related to Restricted Grants & Categorical Programs (Grant regulations allow this transfer, and approval has been obtained if required.)

For Budget Office Use

Date Processed

Transaction # FT