RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes x No ___) Respectfully request that the Board Of Supervisors consider a Resolution authorizing transfer of funds from Salaries/Advocate Line Item $4,800 and Benefits/Advocate Line Item, $2,000 and Transfer Into Operating Expenses/Professional Services, $2,200, Office Expenses Line Item, $1,650 and Equipment Category/Computer Line Item, $2,950. The current Advocate is on disability leave since August, 1999. The Advocate will not be returning prior to July 1, 2000. A large portion of the Salary and Benefit Funds allocated for the Advocate position have been unused. The funds may be utilized for a temporary Office Assistant I/II position through the Professional Services Line Item. An Office Assistant position has been utilized the past seven months. Office supplies are dwindling and need replenished to complete the 1999/2000 grant year. One of the computers belonging to the Statutory Rape Vertical Prosecution Program has ceased to operate and is not repairable. Funds may be utilized to purchase a laptop computer to replace the existing nonfunctional computer. This computer could be further utilized for Power Point presentations.

BACKGROUND AND HISTORY OF BOARD ACTIONS: The Board of Supervisors has approved similar transfers of funds in the past for the District Attorney Statutory Rape Vertical Prosecution Program.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: A negative action may cause a reduction in allotted funds for the next grant cycle due to unexpended funds. By not replacing the inoperable computer, one grant staff member would be without a computer to perform their duties.

COSTS: (x) Not Applicable
A. Budgeted current FY
B. Total anticipated costs
C. Required additional funding
D. Internal transfers

SOURCE: (x) 4/5ths Vote Required
A. Unanticipated revenues
B. Reserve for contingencies
C. Source description
Balance in Reserve for Contingencies, if approved: $0

SPECIAL INSTRUCTIONS: List all attachments and number the pages consecutively:

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item on agenda as:
- [ ] Recommended
- [ ] Not Recommended
- [ ] For Policy Determination
- [ ] Submitted with Comment
- [ ] Returned for Further Action

Comment:

A.O. Initials:

Action Form Revised 5/62
## BUDGET ACTION FORM

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### TRANSFER BETWEEN FUNDS

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### TOTALS

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### ACTION REQUESTED:
- [ ] Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;
- [ ] Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget another, or between categories within a budget unit;

### JUSTIFICATION
- Funds needed to complete grant year.
- Computer replacement

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**AUDITOR'S USE ONLY**

**BA #**