

N E W J E R S E Y S C H O O L B O A R D S A S S O C I A T I O N

GOVERNANCE & OPERATIONS

FILE CODE: GO/3160R

**BUSINESS OPERATIONS
TRANSFER OF FUNDS**

Budget Transfers

Department Directors and Supervisors requiring funds which were not budgeted will forward requests to the Director of Finance and Operational Services. Requests shall include an explanation of why the funds are needed, why they were not originally budgeted and if possible, a recommendation regarding from which accounts the funds might be transferred.

Requests which are denied by the Director of Finance and Operational Services may be appealed to the Executive Director.

All requests should be in memo form.

Issued: July 1, 1982

Revised: July 1, 1991
September 24, 2010