**File #:** 21-4053, **Version:** 1

## PROPOSED TRANSFER OF FUNDS

**Department:**  Cook County Sheriff's Office

**Request:**  Fund Transfer

**Reason:**  The Sheriff's Office needs funding in the Department of Corrections' Institutional Supply account to purchase various cleaning and detainee supplies.  The current institutional account does not have enough funding due to the payment of COVID-19 needs and increase in population.

**From Account(s):**  11100.1239.12975.501010 (Salary and Wages)

**To Account(s):**  11100.1239.16875.530175 (Institutional Supply Expense)

**Total Amount of Transfer:**  $750,000.00

**On what date did it become apparent that the receiving account would require an infusion of funds in order to meet current obligations?  What was the balance in the account on that date, and what was the balance 30 days prior to that date?**

It became apparent the institutional supply account would require additional funding at the end of May.  The balance at the end of May was $195,942.00.  The balance at the end of April was $280,135.47.

**How was the account used for the source of transferred funds identified?  List any other accounts that were also considered (but not used) as the source of the transferred funds.**

The Department of Correction' salary account was identified using the surplus in our payroll salary projections.  This is the only account with enough appropriation to support a transfer of this amount.

**Identify any projects, purchases, programs, contracts, or other obligations that will be deferred, delayed, or canceled as a result of the reduction in available spending authority that will result in the account that funds are transferred from.**

The Sheriff's Office will need to continue delaying hiring and closely monitor the overall budget spend.

**If the answer to the above question is "none" then please explain why this account was originally budgeted in a manner that caused an unobligated surplus to develop at this point in the fiscal year.**

N/A