

CAYUGA COUNTY POLICY MANUAL
Section 53

Subject: Transfer of Funds Within Departments' Contractual Accounts

Effective Date: 5/25/10; Res. 255-10

Supersedes Policy of: Resolution 688-06 of 12/19/06

Policy Title: Transfer of Funds Within Contractual Accounts

Objective: To authorize the County Administrator, who functions as the County Budget Officer, to approve the annualized transfer of funds within departments' contractual accounts (.400) up to \$5,000.00.

Policy: The County Administrator is authorized to approve or deny the transfer of funds within a department's .400 Contractual Accounts up to \$5,000.00. Any amount over \$5,000.00 goes to the appropriate committee by resolution for approval.

Note: Policy shall be reviewed periodically by the County Administrator or his/her designee. Any revisions approved by the Legislature shall be distributed to departments.