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Internal Business Services
Cash Transfer vs. Budget Transfer

Cash Transfer vs Budget Transfer

◎ Cash Transfer

- › Designated in GL (General Ledger) as a TF
- › Use
 - To correct actual payments made or funds received
 - Paid against the wrong account line on a PO
 - Deposited in the wrong account
 - Payments between KCSOS programs
 - Payments to Districts (where agreements are in place between KCSOS and the District)

Cash Transfer vs Budget Transfer

- ◎ Cash Transfer continued
 - › Transfer of funds due to KCSOS per agreement – such as
 - Instructional Media
 - Internet Service
 - Data Processing Services
 - Web Services

CASH TRANSFER VS BUDGET TRANSFER

		Cash Transfer - TF	
		Increase	Decrease
Revenue - Object Codes 8???.??		Credit	Debit
Expenditure - Object Codes 1000.00 - 7999.99		Debit	Credit

Chart showing entries that would need to be made for corrections to actuals in KCSOS General Ledger

Cash Transfer vs Budget Transfer

- ◎ Budget Transfer/Revision
 - › Designated as BT when looking at account detail
 - › A budget is a projection that designates how much is estimated to be spent or received for a given period of time to carry out KCSOS goals
 - › Transfers become necessary as goals change so funds must be requested to be moved from one account to another

Cash Transfer vs Budget Transfer

◎ Budget Transfer/Revision continued

> Restricted resources

- The funds for the request to transfer from and to must be equal by resource
- Example 1 – This is an appropriate request
 - From 01-498-3942-0-4300.00-8642-2136-00-0000-000 \$ 100
 - TO 01-498-3942-0-5600.00-8642-2136-00-0000-000 \$ 100
- Example 2 – This would not be appropriate
 - From 01-498-3942-0-4300.00-8642-2136-00-0000-000 \$ 100
 - TO 01-498-3942-0-5600.00-8642-2136-00-0000-000 \$ 75
 - TO 01-432-3756-0-5600.00-8642-2136-00-0000-000 \$ 25

Cash Transfer vs Budget Transfer

- ◎ Budget Transfer/Revision continued
 - › Budget transfers are moving funds from one account to another whereas budget revisions change the revenue and/or expense total
 - Example 1 – This is an appropriate request
 - Increase 01-498-3942-0-8699.00-0000-0000-00-0000-000 \$ 100
 - Increase 01-498-3942-0-5600.00-8642-2136-00-0000-000 \$ 100
 - In this example there is additional revenue and it is projected to be needed in expenditure object code 5600.00

CASH TRANSFER VS BUDGET TRANSFER

Budget Transfer/Revision - BT

	Increase	Decrease
Revenue - Object Codes 8??????	Debit	Credit
Expenditure - Object Codes 1000.00 - 7999.99	Credit	Debit

Chart showing entries that would need to be made to transfer budgeted funds from one account to another or for a revision to the working budget.