

SUBMIT ORIGINAL TO:
 School Budget & Finance Analysis Bureau
 Education Building - Room 221
 300 Don Gaspar
 Santa Fe, NM 87501-2786
TELEPHONE NO. (505) 827-3860

PED 994
REV 5/02

CASH TRANSFER REQUEST

FISCAL YEAR 2013-14

DISTRICT: GADSDEN I. S. D.

PED # 19

In compliance with State Board of Education Regulation, the following cash transfer(s) is/are requested:

FOR A PERMANENT TRANSFER OF CASH FOR THE FOLLOWING REASON:

Transfer of cash balance for Fund 29102 - PRIVATE DIRECT GRANT FUNDS. Balance less than \$1.00. Program has ended after final expenditures were approved by funding agency in fiscal year 2013-14. Transfer necessary to close out Fund 29102.

OTHER:

COMPLIANCE WITH SECTION 10-15-1, NMSA, 1978 COMPILATION:

The requested Cash Transfer(s) was/were authorized at a scheduled Board of Education meeting open to the public on

April 24, 2014
 Date

Local Board Approval

FROM FUND/ SUBFUND NO.	TO FUND/ SUBFUND NO.	AMOUNT
29102	11000	0.44

1. Does cash control ledger balance (bank balance) reflect sufficient cash balance to transfer from?

YES	NO
X	

2. Is justification for each transfer included?

X	
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 SUPERINTENDENT

April 24, 2014
 DATE

TO: SCHOOL DISTRICT/COUNTY TREASURER _____

_____, New Mexico

YOU ARE HEREBY AUTHORIZED TO MAKE THE REQUESTED CASH TRANSFER(S).

APPROVED BY: _____

Director, School Budget & Finance Analysis Unit

DATE

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FISCAL YEAR 2013-14

DISTRICT: GADSDEN I. S. D.

PED # 19

In compliance with State Board of Education Regulation, the following cash transfer(s) is/are requested:

FOR A PERMANENT TRANSFER OF CASH FOR THE FOLLOWING REASON:

Transfer of cash balance for Fund 31200 - Public School Capital Outlay. The District receives matching funds from NM DOT for paving projects. The expenditures for this paving project were incurred in the 2011-12 fiscal year in Fund 31100 and the reimbursement was received in the 2012-13 fiscal year. The expenditures were not transferred in the year incurred thus creating a cash balance in Fund 31200. Transfer is to correct the mismatching of revenue and expenditures. District procedures have subsequently been modified to transfer the expenditure in the year incurred and then when the reimbursement is received the related negative cash balance will be removed. A receivable will be recognized for financial reporting purposes in the correct fiscal year.

OTHER:

COMPLIANCE WITH SECTION 10-15-1, NMSA, 1978 COMPILATION:
 The requested Cash Transfer(s) was/were authorized at a scheduled Board of Education meeting open to the public on

April 24, 2014
 Date

Local Board Approval

FROM FUND/ SUBFUND NO.	TO FUND/ SUBFUND NO.	AMOUNT
31200	31100	18,000.55

- Does cash control ledger balance (bank balance) reflect sufficient cash balance to transfer from?
- Is justification for each transfer included?

YES	NO
X	
X	

 SUPERINTENDENT

April 24, 2014
 DATE

TO: SCHOOL DISTRICT/COUNTY TREASURER _____, New Mexico

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APPROVED BY: _____
 Director, School Budget & Finance Analysis Unit DATE

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CASH TRANSFER REQUEST

FISCAL YEAR 2013-14

DISTRICT: GADSDEN I. S. D. PED # 19

In compliance with State Board of Education Regulation, the following cash transfer(s) is/are requested:

FOR A PERMANENT TRANSFER OF CASH FOR THE FOLLOWING REASON:
 Transfer of cash balance for Fund 31300 - Special Capital Outlay - Local. The District received a private donation for the construction of a Pre-K facility at the Chaparral High School site. The expenditures were incurred in Fund 31100, Fund 31400 and Fund 31300. The remaining balance of \$0.16 is the residual amount of the donation and cannot be budgeted as it is under \$1. Expenditures were incurred in Fund 31100 in prior years thus the residual balance should be transferred to Fund 31100.

OTHER:

COMPLIANCE WITH SECTION 10-15-1, NMSA, 1978 COMPILATION:
 The requested Cash Transfer(s) was/were authorized at a scheduled Board of Education meeting open to the public on April 24, 2014
 Date

Local Board Approval

FROM FUND/ SUBFUND NO.	TO FUND/ SUBFUND NO.	AMOUNT
31300	31100	0.16

	YES	NO
1. Does cash control ledger balance (bank balance) reflect sufficient cash balance to transfer from?	X	
2. Is justification for each transfer included?	X	

SUPERINTENDENT

April 24, 2014
 DATE

TO: SCHOOL DISTRICT/COUNTY TREASURER _____, New Mexico

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APPROVED BY: _____
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FISCAL YEAR 2013-14

DISTRICT: GADSDEN I. S. D.

PED # 19

In compliance with State Board of Education Regulation, the following cash transfer(s) is/are requested:

FOR A PERMANENT TRANSFER OF CASH FOR THE FOLLOWING REASON:

Transfer of cash balance for Fund 31400 - Special Capital Outlay - State. The District received funds from prior year state appropriations. In closing out the fund in fiscal year 2011-12 there was a remaining balance of \$1.24. The expenditures for the related projects were incurred in Fund 31100. To complete the matching process of revenues and expenditures this transfer is required.

OTHER:

FROM FUND/ SUBFUND NO.	TO FUND/ SUBFUND NO.	AMOUNT
31400	31100	1.24

COMPLIANCE WITH SECTION 10-15-1, NMSA, 1978 COMPILATION:
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April 24, 2014
 Date

Local Board Approval

1. Does cash control ledger balance (bank balance) reflect sufficient cash balance to transfer from?
2. Is justification for each transfer included?

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

 SUPERINTENDENT

April 24, 2014
 DATE



TO: SCHOOL DISTRICT/COUNTY TREASURER _____, New Mexico

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APPROVED BY: _____
 Director, School Budget & Finance Analysis Unit DATE