ORDINANCE ATTACHMENT
AC Template (for authorizing expenditures)
${ }^{*}$ AC lines increment by 10 (i.e. line $1=10$, line $2=20$, etc.)
*If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.

| Ord |
| :---: |
| Number |

Number

| Type of AC <br> Requested | Purchase <br> Requisition <br> (PR)\# |
| :---: | :---: |
| ACPO | $\mathrm{n} / \mathrm{a}$ |


| Line \# of AC | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | Procurement Category | Project ID | Sect 3 | Sect 4 | Sect 5 | Optional Field | Planning Area | Amount | Project Name |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 10 | 59 | 5911 | 03 | 63210 | 2265 | $\mathrm{n} / \mathrm{a}$ | IN004 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | \$ 365,000.00 | n/a |
| 20 | 59 | 5913 | 03 | 63210 | 2265 | n/a | TM003 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | \$ 15,000.00 | n/a |

## ORDINANCE ATTACHMENT

Template for Authorizing Appropriation
If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.


| Line \# | Dept | Div | Obj Class | Main <br> Acct | Fund | Subfund | Program | Project <br> ID | Section 3 | Section 4 | Section 5 | Amount | Project Name |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |

## ORDINANCE ATTACHMENT

Template To Authorize Transfer Between Different Funds
If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.

\section*{| Ord |
| :---: |
| Number |
|  |}

TRANSFER FROM

| Line \# | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | $\begin{gathered} \hline \text { Project } \\ \text { ID } \\ \hline \end{gathered}$ | Sect 3 | Sect 4 | Sect 5 | Optional <br> Field | Amount | Project Name |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## TRANSFER TO:

| Line \# | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | Project <br> ID | Sect 3 | Sect 4 | Sect 5 | Optional Field | Amount | Project Name |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

ORDINANCE ATTACHMENT
Template To Authorize Transfer Between Projects or Subfunds WITHIN the Same Fund
If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.

Transfer From:

| Line \# | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | Project <br> ID | Sect 3 | Sect 4 | Sect 5 | Optional Field | Amount | Project Name |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Transfer To:

| Line \# | Dept | Div | Obj Class | Main <br> Acct | Fund | Subfund | Program | Project <br> ID | Sect 3 | Sect 4 | Sect 5 | Optional <br> Field | Amount |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

