LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Office of Law - Department of Conflict Counsel	4154

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	16	4154	550.60	260	Dues/Memberships
- Line Item Decrease	-	100	16	4154	550.61	(260)	Subscriptions
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

During the FY2016 budget preparations, the Dues/Membership line item was pared down to the exact amount necessary to pay for all five full-time attorney's State and County bar dues. The Attorney/Administrator's annual membership the Pennsylvania Bar Association was not included. This year the Department did not buy annual updates to all of the legal reference books that were previously ordered, resulting is a surplus to the 550.61 Subscriptions line item. Some of these funds are available to be transferred to pay for the necessary memberships.

Department Head	Division Head
6/21/16	6/20/16
County Manager	Budget & Finance Division Head