

Jan-07

Budget Transfer Authority					
County	Transfers Authorized	Administrator Authorized to Make Transfers	Limitations	Reporting Requirements to County Council	Monetary Limit on Transfers
Aiken	Yes	Yes	Budget transfers involving the personnel services object categories of a department's budget must be requested in writing by the supervising department head and approved in writing by the county administrator or his designee. Transfers out of personnel services object categories are prohibited except for pooled payments for health insurance, taxes, workers' compensation, etc., or personnel position reassignments for efficiency or emergencies directed by the county administrator. Transfers out of the road maintenance fund are prohibited. The county administrator is authorized to transfer county government functions and allocated appropriations within each fund among the various county	No	No
Anderson	Yes	Yes	None noted	Yes	No
Beaufort	Yes	Yes	Transfers of funds among operating accounts or among capital accounts within a department may be authorized by the County Administrator or his designee, upon the written request of the Department Head. The County Administrator, or his designee, may also transfer funds from any departmental account to their respective Contingency Accounts. Transfer of monies/budgets between funds or programs must be authorized by County Council, except amounts less than \$10,000, which may be authorized by the Council Chairman, and/or the Finance Chairman, upon the written request and consent of the County Administrator. Transfers of less than \$5,000 may be authorized by the County Administrator, and/or his designee.	Yes	\$5,000
Charleston	Yes	Yes	The department director may transfer funds within the "Personnel," "Operating," or "Capital" categories that are less than \$10,000. The County Administrator (or his designated representative) may approve budget transfers that exceed \$10,000, that are between the categories in an organizational unit or that are between organizational units. The County Administrator, or his designated representative, is hereby authorized to effect transfers between major expenditure categories within an organizational unit. The County Administrator is authorized to transfer funds between organizational units for purposes of funding Internal Service Funds. The County administrator is also authorized to further	The County Administrator is authorized to transfer funds between organizational units provided that these transfers are reported to County Council on a quarterly basis.	Prior to the transfer of any amount in excess of \$25,000, agencies outside the County must receive approval from the Charleston County Council.

County	Transfers Authorized	Administrator Authorized to Make Transfers	Limitations	Reporting Requirements to County Council	Monetary Limit on Transfers
Dorchester	Yes	Yes	Transfers from personnel codes are not permitted under any circumstances without the approval of County Council. The County Administrator is permitted, when it is in the best interest of the individual County departments or agencies, to transfer appropriations between departments.	Yes	No
Florence	Yes	Yes	None noted	No	No
Greenville	Yes	Yes	A transfer of funds shall not be made from an account that will knowingly result in a deficit in the account during the fiscal year. A transfer of funds shall not be made which would result in the need for additional county funds within the current fiscal year. All fund transfers from one department or nondepartment account to another department or nondepartment account must be approved by the county council.	The county administrator will submit an informational report of transfers to the council.	No
Horry	Yes	Yes	Upon written request by any department/agency head, the administrator may authorize a transfer of funds provided that the withdrawal of funds from the transferor account would not cause the transferor account to be insufficiently funded for the balance of the fiscal year. The county administrator shall be authorized to transfer budgets between departments when deemed necessary, but transfers between funds shall be requested by the administrator and approved by county council.	No	No
Lancaster	Yes		Upon written request by any department/agency head, the administrator may authorize a transfer of funds not exceeding \$10,000.00 per transfer to a specific account of the requesting department/agency, provided that the withdrawal of funds from the transferor account would not cause the transferor account to be insufficiently funded for the balance of the fiscal year.	No	\$10,000
Lexington	Yes	Yes	The county administrator has the authority to approve any administrative budgetary transfers between budgeted line items at the request of department managers.	No	No
Orangeburg	Yes	Yes	None noted	The county administrator must submit an informational report of such transfers to the council.	No
Richland	Yes	Yes	The county administrator may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency and, upon request by the county administrator, the council may by ordinance transfer a part or all of any unencumbered appropriation balance from one department, office or agency to another.	No	No

County	Transfers Authorized	Administrator Authorized to Make Transfers	Limitations	Reporting Requirements to County Council	Monetary Limit on Transfers
Spartanburg	Yes	No	The County Administrator may authorize the transfer of appropriated funds within a department or non-departmental accounts or the establishment of new accounts upon approval by the County Council	Yes	No
Sumter	Yes	Yes	None noted	No	\$10,000 or 10% of appropriation, whichever is lesser