



**Broward
Community
College**

Policy Manual

Title: Transfer of Funds	Number: 6Hx2-6.05
Legal Authority: <i>Fla. Statutes 1001.02, 1010.02 Fla. St. Bd. Of Ed. Admin. Rules 6A-14.0715</i>	Page: 1 of 1

GENERAL STATEMENT

The President shall establish effective policies and procedures to provide the proper accounting of and control over the transfer of funds.

All transfers made between funds shall be in accordance with Florida State Board of Education Administrative Rule 6A-14.0715.

IMPLEMENTATION and OVERSIGHT

The College President will present changes to the College’s budget, including transfers between College funds, to the Board of Trustees for approval in accordance with applicable laws. Transfer of funds from the debt service fund to another fund is not authorized. Transfer of funds from the plant funds to another fund is not authorized except when approved by the State Board of Education to return funds temporarily advanced to encumber projects authorized and budgeted to be funded from state allocations of construction funds including proceeds from the sale of bonds in accordance with Article XII, Section 9(d), Florida Constitution. Such funds shall be returned the same fiscal year the funds against which the advance was made are received.

VIOLATION OF POLICY

All individuals in violation of these established policies and procedures may be subject to disciplinary action, up to and including termination. All individuals in violation may face fines, fees for damages, civil or criminal penalties from the state, federal or international courts.

DEFINITIONS

Funds - Money in the form of cash, checks, credit or debit card transactions or electronic transactions.

Fund - Broward Community College (the College) group of accounts established for control purposes, such as the General Fund, Plant Fund, Debt Service Fund, Student Activity Fund, etc.

History: Reissued as Policy 6.07 on September 21, 1982; revised on December 16, 1986; revised on March 19, 1991; re-numbered on June 18, 1997, revised on May 1, 2008.

Approved by the Board of Trustees	Date 05/01/08	President’s Signature 	Date 05/01/08
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