## HENNEPIN COUNTY

MINNESOTA

Account coding provides clear direction to accounting staff as to which specific sources of revenues or expenditure accounts are to be modified by a board action request (BAR).

## **Supplemental Appropriation/FTE**

Instructions: Revenue and Expenditure must agree. If FTE, in Background section, describe any space or technology need.

	Revenue	Expenditure
Department Name*		
Fund*		
Account*		
DeptID*		
Project Number		
PC Business Unit		
Activity		
Source Type		
Category		
Subcategory		
Amount*		
FTE*		
Budget Year		



<sup>\*</sup> Mandatory fields: Department Name, Fund, Account, DeptlD, Amount, and FTE