



**Blue Mountain Community College**  
*Administrative Procedures*

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**Procedure Title: Appropriation Transfers**  
**Procedure Number: 01-2006-0003**  
**Board Policy Reference: IV.A. General Executive Direction**

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**Accountable Administrator: President**  
**Position responsible for updating: Chief Finance Officer**  
**Original Date: 01-12-06**  
**Date Approved by Cabinet: 01-31-06**  
**Authorized Signature: *Signed original on file***  
**Dated: 01-31-06**  
**Date Posted on Web: 11/4/13**  
**Revised: 09-13-10**  
**Reviewed: 11/13**

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**Purpose/Principle/Definitions:**

Transfers of appropriations and resources can be made within any given fund or between any two funds when authorized by official resolution of the governing body. The resolution will state the need for the transfer, the purpose for the authorized expenditure, and the amount of appropriation transferred.

**Legal References:**

[ORS 294.463](#)