

**TEMPORARY TRANSFER OF FUNDS (TTF)  
Formerly Called Constitutional Advances (CA)  
GENERAL LEDGER TRANSACTIONS**

Temporary Transfer of Funds (TTFs) are typically used when a district is projecting a negative cash balance for a short period of time, generally at the beginning of a fiscal year. A request for an advance on the district’s tax apportionment to cover all or part of the anticipated negative cash flow is made to the County Board of Supervisors.

Example: Assume the district requests and receives an advance for \$2,500,000.

- DFS will post a Miscellaneous Cash Transfer (CTMS) to record the approved TTF. **The district does not need to process any financial transactions.** The entry will appear in the financial system as follows:

**Cash Transfer:**

Date	Object	Object Title	Debit	Credit	Description
7-1-xx	9110	Cash in County Treasury	2,500,000		TTF
	9640	Temporary Loans		2,500,000	TTF

- The repayment of the TTF will be deducted from the Property Tax Apportionment, 50% in December and 50% in April. DFS will post a Miscellaneous Cash Transfer (CTMS) in December and April to record the repayment. **The district does not need to process any financial transactions.** The entries will appear in the financial system as follows:

**Cash Transfer:**

Date	Object	Object Title	Debit	Credit	Description
12-xx-xx	9640	Temporary Loans	1,250,000		50% TTF Repayment
	9110	Cash in County Treasury		1,250,000	50% TTF Repayment

**Cash Transfer:**

Date	Object	Object Title	Debit	Credit	Description
4-xx-xx	9640	Temporary Loans	1,250,000		TTF Payoff
	9110	Cash in County Treasury		1,250,000	TTF Payoff