



GOVERNOR GREG ABBOTT

**REGIONAL PLANNING COMMISSION  
TRANSFER REQUEST FORM**

Pursuant to Sec. 391.016, Local Government Code, a governmental unit that has withdrawn from a regional planning commission and wishes to join another adjacent regional planning commission must submit a written request for approval of the transfer to the Office of the Governor. Please use the form below to submit your request.

**Contact Information**

Name of Governmental Unit Requesting Transfer:		
Name of Requestor from Governing Body of Governmental Unit:		
Title:		
Work Address:		
City:	State:	Zip:
Work Telephone #:	Cellular Telephone #:	
Email Address:		

**Required Information About Governmental Unit And Regional Planning Commissions**

1. Current/Prior Chapter 391 Regional Planning Commission: \_\_\_\_\_
  - o Date joined: \_\_\_\_\_
  - o Date transfer approved by current/prior regional planning commission\*: \_\_\_\_\_
  
2. Prospective Chapter 391 Regional Planning Commission: \_\_\_\_\_
  - o Date transfer approved by governing body of governmental unit\*: \_\_\_\_\_
  - o Date transfer approved by prospective regional planning commission\*: \_\_\_\_\_

*\*Please attach documentation from the relevant governing body approving the transfer.*

**Request For Transfer**

1. Pursuant to Sec. 391.016(2)(B), Local Government Code, please explain how the proposed transfer will further the purposes described in Sec. 391.001, Local Government Code.

2. Are the affected regional planning commissions requesting a change in the geographic boundaries of their respective state planning regions or subregions as a result of this proposed transfer pursuant to Sec. 391.003, Local Government Code? If so, please state the request and explain the reasoning for such a change below, and attach documentation from the governing bodies of both the current/prior and prospective regional planning commissions requesting the change.\*\*

3. Please list the amount of funds that in the last year was allocated by the current/prior regional planning commission to the governmental unit, and would be transferred to the prospective regional planning commission upon approval of a transfer.

*\*\* Please note that any change to the geographic boundaries of regional planning commissions are made at the end of a state biennium in accordance with Sec. 391.003(b)(2), Local Government Code. A transfer between regional planning commissions will be given effect at the same time as any such change in geographic boundaries, if applicable.*

4. Please describe and attach any additional supporting documentation that could assist the Office of the Governor in its review of this request.

Note: Any information provided on or attached to this transfer request form may be subject to the Texas Public Information Act.

CERTIFICATION OF REQUESTOR

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please submit this form and accompanying documentation to the Office of the Governor at the following address:

Office of the Governor  
Attn: Budget and Policy Division  
P.O. Box 12428  
Austin, TX 78711

The Office of the Governor may also request electronic copies of any submission.

**Transfer Approved:**

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Governor Greg Abbott

Transfer Effective Date: \_\_\_\_\_

If a change to the geographic boundaries of the relevant state planning regions has been approved, please check this box and attach a map of the new geographic boundaries.