Sedgwick County Budget Form

Sedgwick County Grants and Other Funding, New Fund Centers/Cost Center/Internal Orders

Section 1: New Grant/Grant Renewal or Internal Order Setup Information

Legistar #	BoCC Approval Date	Manager Approval Date	Title of Grant/Program
18-067	1/24/2018		Work Release

Grant Renewal: Previous IO#	Grant Period From mm/dd/yyyy	Type of Funding (check appropriate box by clicking)
	to	Federal Grant ☐ State ☐
		Federal/Pass-Thru State ☐ Other ☑

Section 2: SAP (ECC) Set up information

Funds Center #	Department/Division	Shopper(s)	Approver(s)	PPS Workflow Structure
33032-110	Corrections/Public Safety	Elaine Stull	Chris Morales	JIAC/OPER/AISP/AR-SCYP
		Kimberly Lewis	Steven Stonehouse	
Internal Order/Cost Center #	**Sub- Department**	Ginnette Gunnels	Jay Holmes	
	Adult	Wendy Eckerman		
Functional Area #	**Program Grouping**			
202				

Section 3: Financial Information for Accounting For Internal Order Period

Commitment Item entries must be by the specific number and description for Accounting to establish the new internal order

REVENUE: Commitment Item Number and Description	Amount	Special Notes for Accounting
39101 - TRANSFER IN-OPERATING	602,500	
Total	**602,500**	

EXPENDITURE: Commitment Item Number and Description	Amount	Special Notes for Accounting
42204 - ELECTRICITY	70,000	
42205 - NATURAL GAS	10,000	
42206 - WATER/SEWER	16,000	
42206 - WATER/SEWER	4,000	
42208 - HAZARDOUS/BIO WASTE DISPOSAL	500	
42302 - LAB CHARGES	20,000	
42303 - UA CHARGES	5,000	
42304 - PRE AND EXISTING EMPLOYMENT TESTING	350	
42306 - SHREDDING SERVICES	200	
42307 - COPIER CHARGES	2,000	
42308 - CLEANING SERVICES	9,300	
42310 - CONTRACTED MEALS	130,000	
42353 - Client TRANSPORTATION	20,000	
42391 - SAFETY AND SECURITY SERVICES	400	
42397 - Contract Management Services	1,000	
42411 - EQUIPMENT REPAIR AND MAINTENANCE	7,000	
42412 - SOFTWARE/HARDWARE MAINTENANCE	5,000	
42413 - BUILDING Repairs	15,000	
42415 - GROUNDS MAINTENANCE	2,000	
42417 - BUILDING MAINTENANCE	10,000	
42418 - Pest Control	200	
42421 - EQUIPMENT LEASE/RENTAL	1,600	
42501 - SEMINAR/TRAINING REGISTRATION FEES	1,350	
42521 - PROFESSIONAL LICENSE	100	
42701 - Fleet Management Charges	30,000	
42901 - PRINTING	1,000	
42912 - Local Vicinity MILEAGE Reimbursement	500	
45101 - OFFICE SUPPLIES	15,000	
45102 - OPERATING SUPPLIES	35,000	
45104 - REPAIR PARTS-EQUIPMENT	4,000	
45105 - REPAIR PARTS-BLDG. & IMPROVEMENT	25,000	
45108 - CHEMICALS	2,000	
45109 - DRUGS	100	
45111 - TECHNOLOGY EQUIPMENT < $10	12,000	
45112 - Other Equipment < $10	2,000	
45113 - FURNITURE LESS THAN $10	4,000	
45115 - CUSTODIAL SUPPLIES	20,000	
45116 - PROMOTIONAL ITEMS	200	
45117 - MEDICAL SUPPLIES (NON-DRUG)	15,000	
45301 - Postage/Shipping	200	
45401 - CLOTHING & LINEN	15,000	
45501 - FOOD	90,000	
45502 - LOCAL MEETING EXPENSES/CATERING	500	
Total	**602,500**	

Section 4: Financial Information for Budget *(Revenues Must Use Exact Commitment Item Number , Expenditures Use Superior)*

Budget impact entry is to outline the amount of change to the County Fiscal Budget Fund Center to be Workflowed to Budget by Department

REVENUE: Commitment Item Number and Description	Current Year Adjustment	Next Year Adjustment	Special Notes for Budget
39101 - TRANSFER IN-OPERATING	602,500		
Total	**602,500**	-	

EXPENDITURE: Commitment Item Number and Description	Current Year Adjustment	Next Year Adjustment	Special Notes for Budget
41000 Personnel			
42000 Contractuals	362,500		
44000 Debt Service			
45000 Commodities	240,000		
46000 Capital Improvements			
47000 Capital Equipment			
48000 Transfers Out			
Total	**602,500**	-	

Section 5: Position Management

Departments are responsible for ensuring positions are 100% funded when split among multiple funding sources. If a grant submission alters the split for a position, the Department is responsible for submission of accompanying Personnel Action Forms (PAFs) to ensure the position is correctly, and 100% funded through multiple sources.

Position Number	Name	FTE % Funding	Effective Dates	Other Fund Center(s) If Not 100%