



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 # #15-0309	BoCC Approval Date	Manager Approval Date	Title of Grant/Program Ebola PHEP
Grant Renewal: Previous IO# N/A	Grant Period From mm/dd/yyyy 4/1/2015 to 9/30/2016		Type of Funding (check appropriate box by clicking)
			Federal Grant <input type="checkbox"/> State <input type="checkbox"/>
			Federal/Pass-Thru State <input checked="" type="checkbox"/> Other <input type="checkbox"/>

Section 2: SAP (ECC) Set up information

Funds Center # TBD	Department/Division Human Services	Shopper(s) Knguyen Vleos	Approver(s) lburch cmcglynn	PPS Workflow Structure HPHEP
Internal Order/Cost Center # TBD	Sub- Department Health			
Functional Area # 402	Program Grouping PHEP			

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	Internal Order Amount	Special Notes for Accounting
33540 - Federal Revenue - State Passthru Misc	146,895	

Total **146,895**

EXPENDITURE: Commitment Item Number and Description	Internal Order Amount	Special Notes for Accounting
42703 - ADMINISTRATIVE CHARGES	10,248	
45102 - OPERATING SUPPLIES	136,647	

Total **146,895**

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
33540 - Federal Revenue - State Passthru Misc	146,895		

Total **146,895** -

EXPENDITURE: Commitment Item Number and Description	Current Year Adjustment	Next Year Adjustment	Special Notes for Budget
41000 Personnel			
42000 Contractuals	10,248		
44000 Debt Service			
45000 Commodities	136,647		
46000 Capital Improvements			
47000 Capital Equipment			
48000 Transfers Out			

Total **146,895** -

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%