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	Funding Source
18-939	11/14/2018		Sunflower Foundation - Community Collaborater	Private Foundation

Grant Renewal: Previous IO#	Grant Period From mm/dd/yyyy		
N/A	10/1/2018	*to*	9/30/2020

Type of Funding (check appropriate box by clicking)			
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
252	**Public Services**	Brenda Varela-Guitterez	Tracy Lolley	
		Theresa Rhodes	Curt Higgins	
Internal Order/Cost Center #	**Sub- Department**	Roger Clark	Kathy Wegner	
NEW/NEW	**COMCARE**	Chris Purser	Angela Caudillo	
			Theresa Rhodes (PPS Only)	
Functional Area #	**Program Grouping**		Brenda Varela -Guitterez (PPS Onl	
401	**Admin**			

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**
34605 - PRIVATE FOUNDATIONS	$183,508.00	Sunflower Foundation - 2 year grant award
39101 - TRANSFER IN-OPERATING	11,810	from Fund 110
Total	**195,318**	

EXPENDITURE: Commitment Item Number and Description	Internal Order Amount	**Special Notes for Accounting**
41101 - SALARIES AND WAGES	183,508	includes salaries / benefits
42501 - SEMINAR/TRAINING REGISTRATION FEES	2,500	
42911 - TRAVEL EXPENSE	2,000	
42912 - Local Vicinity MILEAGE Reimbursement	3,500	
45111 - TECHNOLOGY EQUIPMENT < $10	3,000	
45110 - SOFTWARE	810	
Total	**195,318**	

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	6,500.00	5,310	from Fund 110
34605 - PRIVATE FOUNDATIONS	25,000	91,754	
Total	**31,500**	**97,064**	

EXPENDITURE: Commitment Item Number and Description	Current Year Adjustment	Next Year Adjustment	Special Notes for Budget
41000 Personnel	25,000	91,754	2 year grant
42000 Contractuals	4,000	4,000	
44000 Debt Service	2,500	1,310	
45000 Commodities			
46000 Capital Improvements			
47000 Capital Equipment			
48000 Transfers Out			
Total	**31,500**	**97,064**	

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%**
20008291	Vacant - Grade 135	100%	10/01/2018	

Continued: Positions

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