



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 9/2/2015	Manager Approval Date	Title of Grant/Program Admin - Finance
Grant Renewal: Previous IO# 320136-15	Grant Period From mm/dd/yyyy 7/1/2015 to 6/30/2016	Type of Funding (check appropriate box by clicking)	
		Federal Grant <input type="checkbox"/>	State <input checked="" type="checkbox"/>
		Federal/Pass-Thru State <input type="checkbox"/>	Other <input type="checkbox"/>

Section 2: SAP (ECC) Set up information

Funds Center # 251	Department/Division CDDO	Shopper(s) Karie Hughes Theresa Rhodes Sherry Arbuckle Roger Clark Chris Purser	Approver(s) Dee Staudt Jeannette Livingston Sherry Arbuckle Kathy Wegner	PPS Workflow Structure unknown
Internal Order/Cost Center # 320136-16	Sub- Department Administration & Finance			
Functional Area # 401	Program Grouping Administration & Finance			

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
33310 - State Revenue - SRS	807,257	
30010 - Unencumbered Cash	195,372	
37090 - MISC. REIMBURSEMENT	22,500	

Total	1,025,129
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EXPENDITURE: Commitment Item Number and Description	Internal Order Amount	Special Notes for Accounting
41101 - SALARIES AND WAGES	469,923	
41103 - VACATION SELL AS WAGES	1,130	
41206 - Wireless Allowance	1,500	
41210 - FLEX SPENDING ER CONTRIBUTION	1,854	
41301 - FICA - OASDI Taxes	28,380	
41302 - FICA - HI Taxes	6,637	
41303 - HEALTH/LIFE INSURANCE Premiums	129,010	
41304 - RETIREMENT Contributions	47,972	
41305 - WORKERS COMPENSATION Premiums	1,749	
41306 - UNEMPLOYMENT TAXES	961	
41307 - VACATION SELL AS BENEFITS	461	
42204 - ELECTRICITY	15,594	
42205 - NATURAL GAS	3,040	
42206 - WATER/SEWER	825	
42306 - SHREDDING SERVICES	650	
42307 - COPIER CHARGES	3,700	
42308 - CLEANING SERVICES	6,699	
42311 - ADVERTISING/MARKETING	5,300	
42331 - FINANCIAL PROFESSIONAL SERVICES	550	
42353 - Client TRANSPORTATION	1,150	
42380 - INTERPRETER SERVICES	1,400	
42397 - Contract Management Services	53,947	
42411 - EQUIPMENT REPAIR AND MAINTENANCE	500	
42412 - SOFTWARE/HARDWARE MAINTENANCE	25,600	
42413 - BUILDING Repairs	800	
42418 - Pest Control	120	
42501 - SEMINAR/TRAINING REGISTRATION FEES	86,856	
42502 - SUBSCRIPTION FEES	775	
42503 - Membership Fees	2,100	
42522 - NETWORKING FEES	1,300	
42703 - ADMINISTRATIVE CHARGES	88,546	Per Marty
42901 - PRINTING	2,400	
42911 - TRAVEL EXPENSE	9,000	
42912 - Local Vicinity MILEAGE Reimbursement	1,000	
45101 - OFFICE SUPPLIES	10,000	
45102 - OPERATING SUPPLIES	10,000	
45115 - CUSTODIAL SUPPLIES	500	
45301 - Postage/Shipping	200	

45502 - LOCAL MEETING EXPENSES/CATERING	3,000	
Total	1,025,129	

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
33310 - State Revenue - SRS	7,544	15,087	This is a renewal
Total	7,544	15,087	

EXPENDITURE: Commitment Item Number and Description	Current Year Adjustment	Next Year Adjustment	Special Notes for Budget
41000 Personnel	6,699	13,397	this is a renewal
42000 Contractuals	845	1,690	
44000 Debt Service			
45000 Commodities			
46000 Capital Improvements			
47000 Capital Equipment			
48000 Transfers Out			
Total	7,544	15,087	

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%
20001084	T. Kaufman	25%	07/01/2015	30001-202 50%; 310616-16 25%
20002429	S.Arbuckle	100%	07/01/2015	
20002431	B. Sutter	100%	07/01/2015	
20002432	K. Hughes	100%	07/01/2015	
20002436	C. Ekeler	100%	07/01/2015	
20002439	K. Eichstaedt	100%	07/01/2015	
20002455	D. Staudt	100%	07/01/2015	
20003437	J. Aldrich	100%	07/01/2015	
20004613	S. Brummett	100%	07/01/2015	
20005326	J. Livingston	100%	07/01/2015	



