



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
			SPC - Main
Grant Renewal: Previous IO#	Grant Period From mm/dd/yyyy		Type of Funding (check appropriate box by clicking)
311105-17	5/1/2018	4/30/2019	Federal Grant <input checked="" type="checkbox"/> State <input type="checkbox"/>
			Federal/Pass-Thru State <input type="checkbox"/> Other <input type="checkbox"/>

Section 2: SAP (ECC) Set up information

Funds Center #	Department/Division	Shopper(s)	Approver(s)	PPS Workflow Structure
273	Public Services	Theresa Rhodes	Theresa Rhodes (PPS Only)	UNKNOWN
		Jennifer McGill	Brenda Gutierrez Valera (PPS)	New to us as of 1/1/14, so need
Internal Order/Cost Center #	Sub- Department	Brenda Gutierrez Valera	Kathy Wegner	this information from ERP
311105-18/31110-273	Community Programs	Talaya Schwartz	Tracy Lolley	
		Maggie Flanders	Talaya Schwartz	
Functional Area #	Program Grouping			
605	Housing Grants			

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
33560 - FEDERAL REVENUES - Misc	869,606	
39101 - TRANSFER IN-OPERATING	3,081	\$1,027 from 30006-273 & \$2,054 from 30007-273 to help cover position
39102 - TRANSFER IN-GRANT MATCH	9,133	will come from other County (non-COMCARE budgets if needed)

Total 881,820

EXPENDITURE: Commitment Item Number and Description	Internal Order Amount	Special Notes for Accounting
41101 - SALARIES AND WAGES	58,106	inlcudes salaries and benefits
41206 - Wireless Allowance	480	
42603 - RESIDENTIAL SERVICES	820,284	
42912 - Local Vicinity MILEAGE Reimbursement	2,000	
42501 - SEMINAR/TRAINING REGISTRATION FEES	450	
45101 - OFFICE SUPPLIES	500	

Total 881,820

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
			This is a renewal

Total	-	-
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EXPENDITURE: Commitment Item Number and Description	Current Year Adjustment	Next Year Adjustment	Special Notes for Budget
41000 Personnel			This is a renewal
42000 Contractuals			
44000 Debt Service			
45000 Commodities			
46000 Capital Improvements			
47000 Capital Equipment			
48000 Transfers Out			

Total	-	-
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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%
20007406	J. McGill	100%	05/01/2018	