

Anita Guerra

From: Claudia Hernandez
Sent: Monday, April 10, 2017 1:55 PM
To: Anita Guerra
Cc: Martin Aguirre; Linda Jimenez
Subject: OVW grant
Attachments: Send data from MFP07475806 04/10/2017 13:41

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon Anita,

The following is the line item transfer that is needed to cover the workers comp rate change from .0216 to .0525 in October 2016. Since I am not authorized to perform line item transfers, this needs to be presented to Commissioners Court for approval so budget officers can do line item transfer. Please place in Commissioners court as soon as possible since the workers comp line item is already in deficit.

Account Name	Account number	Amount
Payroll	2604-2520-001-410000	362.04 increase
Health Ins	2604-2520-001-421000	67.72 decrease
FICA	2604-2520-001-422000	302.23 decrease
Retirement	2604-2520-001-423000	51.44 decrease
Unemployment	2604-2520-001-425000	3.78 decrease
Workers Comp	2604-2520-001-426000	1,333.94 increase
Adm Travel	2604-2520-001-458000	1,270.81 decrease

After the line item transfer is performed, the travel account will have a balance of \$1,591.00. As per our conversations, you had expressed that your department want to move \$1,000.00 to professional services for Casa Misericordia if some money was left from travel. If this is still the plan, include the account so your department do not have to go again to Commissioners Court. The new account for professional services is 2604-2520-001-432001 and the line item will be changed as follows:

Account Name	Account number	Amount
Payroll	2604-2520-001-410000	362.04 increase
Health Ins	2604-2520-001-421000	67.72 decrease
FICA	2604-2520-001-422000	302.23 decrease

Retirement	2604-2520-001-423000	51.44 decrease
Unemployment	2604-2520-001-425000	3.78 decrease
Workers Comp	2604-2520-001-426000	1,333.94 increase
Adm Travel	2604-2520-001-458000	2,270.81 decrease
Professional Serv	2604-2520-001-432001	1,000.00 increase

There will still be a balance in travel for \$591.00.

There is no need for a budget modification GAN since it doesn't meet the following criteria:

1. A cumulative change of 10% or more within already approved categories.
2. Moving funds into a category that wasn't previously approved in the budget.
3. Moving funds from Direct to Indirect and vice versa.
4. Change in Scope

If you have any questions, please call me.

Respectfully,

Claudia Lopez
Grant Accounting Manager

[Faint mirrored text from the reverse side of the page, including a routing slip and a date stamp.]

Routing Slip

To: Claudia Lopez

From: [illegible]

Date: April 13, 2012 1:58 PM

Subject: [illegible]

Account number: [illegible]

Amount: [illegible]

Approved: [illegible]

Follow up: [illegible]

2604-2520-001-423000 51.44 decrease

2604-2520-001-425000 3.78 decrease

2604-2520-001-426000 1,333.94 increase

2604-2520-001-458000 2,270.81 decrease

2604-2520-001-432001 1,000.00 increase