

From: PW, OCD Subsidized Child Care

Sent: Monday, July 30, 2007 11:33 AM

To: Zitsch, Michelle L; Beatty, Laura; Berry-Jennis, Debra (CCIS); Berryman, Linda L; Blass, Joanne L; Bowery, Sandra E; Brenner, Ellen; Broman, Linda K; Brownfield, Frances A; Buchanan, John; Carr, Charles; Carroll, Helen; Chang, Caulyn; Clark, Stephanie L (CCIS); Dillman, Daniel; Diss, Denise L; Erb, Regina; Esgro, Betsy; Feldman, Robert; Finkelstein, Norma; Foley, Mary; Gamboni, Jill; Gannon, Anthony; Gilgoff, Elizabeth R; Greenwald, Paul; Guinane, Thomas; Hartman, Meme R; Hartzell, Cathy; Hogan, John; Kikta, Ronald; Kimmel, Timothy M (CCIS); Kosarek, Deanna K; LaRose, John; Lukus, Dorothy A; Mack, James; Maietta, Judy L; Montgomery, Tish; Pilch, Cheryl R; Piroli, Joseph; Place, Marci; Porter, Jill; Pricener, Deborah; Ralph, Alease; Reina, Candice L; Reinheimer, JoAnne; Rogers, Diane P; Rontz, Amy; Rychalsky, Catherine R; Sallavanti, Phillip; Schwab, Alice; Secrest, Lori A; Skody, Richard; Spang, Linda; Steele, Paula; Streightiff, Amy C; Thomas, Shirley; Torbert, Patricia; Urban, Ronald L; Valente, Lorita; Walker, Ann; Whitson, Connie; Wytovich, April M

Cc: Sundy, Suzanne F; Harry, Kelle; Murphy, Wendy (CCIS); Salsgiver, Michele M; Spak, Mary F; Woleslagle, Carissa; Benson, Nancy M; Buczeskie, Nancy; Frein, Robert J.; Grumbine, Brett; Ibberson, Nadine; Kemerer, Wendy J; Loftus, Zoe A; Martin, Cheryl A (DPW); Mercadante, Karen L.; Monk, Leigh Ann; Shaner Wade, Terry L; Shank, Jenna; Shaw, Leslie A; Stayner, Debra L; Walters, Marci L; Williams, Yvette; Wert, Daniel G.; Caprio, Barbara C.; Guytonwallace, Lillie; Huth, Kathleen A.; Pilkington, Vicki; Robinson, Delores; Rubin, Laurinda F.

Subject: URGENT - Fiscal Communiqué #07-09 - 2007-08 Family Support Services Budgets

Importance: High

This message is from Marci Walters.

Title: 2007-08 Family Support Services Budgets

Priority: High

Category: Informational

Action Required: Read and disseminate to appropriate staff.

Response Required: None

Purpose:

The purpose of this Communiqué is to instruct you to enter your 2007-08 Family Support Services (FSS) Budgets into CCMIS by 5:00 p.m. tomorrow.

Discussion:

The Office of Child Development and Early Learning (OCDEL) staff relies on data in the Child Care Data Warehouse (CCDW) for tracking and fiscal planning purposes. The CCDW is uploaded with data as of the last day of each month. The next data load will include data as of the close of business on Tuesday, July 31, 2007 (i.e. tomorrow).

Therefore, in order for the original FSS budgets to be available in the CCDW for OCDEL use, they MUST

be entered into CCMIS no later than 5:00 p.m. tomorrow. Recall that the FSS budgets are to match either the original FSS budget as included in your 2007-08 grant documents – or the most current approved budget revision(s).

Next Steps:

- 1) Review and make copies of this Communiqué for appropriate staff members.
- 2) If not already completed, immediately enter the FSS budgets into CCMIS – no later than 5:00 p.m. on Tuesday, July 31, 2007.
- 3) Contact your Subsidy Coordinator with questions pertaining to this Communiqué.

OBSOLETE