

Fiscal Communiqué #07-01 - Budget Revision Formats

Title: Budget Revision Formats

Date: January 8, 2007

Priority: Medium

Category: Informational

Action Required: Read, disseminate to appropriate staff, and submit budget revisions using the appropriate formats.

Response Required: None

Purpose:

The purpose of this Communiqué is to remind you of and to provide you with the budget revision templates for the Low Income (Fund A), Former TANF (Fund C) and TANF/GA/Food Stamps funding sources.

Discussion:

All budget revisions are to be submitted using the standard format as provided in the attached files. The only exceptions are the initial unification budget revisions for Low Income and Former TANF which have been or will be provided prior to each Phase's implementation date.

For your reference and use, the standard budget revision format as listed below:

- **Low Income/Fund:** Budget Revision Master – LI-FSS.xls
- **Former TANF/Fund C:** Budget Revision Master – FT-FSS.xls
- **TANF/GA/Food Stamps:** Budget Revision Master – TANF(Single Office).xls or Budget Revision Master - TANF(Joiner).xls

Next Steps:

- 1) Review and make copies of this Communiqué for appropriate staff members.
- 2) Save the budget revision template files for future use and/or reference.
- 3) Share the budget revision format(s) with appropriate staff for future use and/or reference.
- 4) Contact the Subsidy Coordinator with any questions.