

MEMORANDUM
FROM
LEE COUNTY DEPARTMENT OF HUMAN SERVICES

Date: June 17, 2019

To: Anne Henkel
Management Analyst, Senior

From: Jeannie Sutton
Acting Operations Manager

SUBJECT: Request for Financial Literacy Grant

Please prepare a budget resolution for grant funds from the Office of the Attorney General in the following accounts.

(Note: Revenue is a Credit and Expense is a Debit, Debits should = Credits)

Revenue Account String	Description	Debit	Credit
10121300100	Grant Proceeds Financial Literacy Grant		\$20,470

Expense Account String	Description	Debit	Credit
10121300100	Financial Literacy Grant- Supplies	\$591	
	Financial Literacy Grant- Salary and Benefits	\$19,879	
	Total	\$20,470	\$20,470