

**From:** Carrier, Janis [Janis.Carrier@state.vt.us]  
**Sent:** Thursday, May 21, 2015 11:18 AM  
**To:** Miller, Elizabeth  
**CC:** Springer, Darren  
**Subject:** FW: FY2015 Pay Act Allocation  
**Attachments:** EXE.XLSX; FY 2015 Pay Act Distribution.pdf; Governor's Office - FY 2015 Pay Act Allocation - disbursement request form.docx

Liz,

I will get the form completed for Liz to sign on Tuesday. Yes we should take any Pay Act that they are allowing us. This will be an additional \$21,000 that will end up in carryforward into FY16. Yay!!!

Janis Carrier  
Office of the Governor  
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**From:** Kukenberger, Bradley  
**Sent:** Wednesday, May 20, 2015 3:57 PM  
**To:** Carrier, Janis; Miller, Elizabeth  
**Subject:** FY2015 Pay Act Allocation

Hi Janis and Liz –

Finance and Management are preparing to distribute FY15 Pay Act Funds to departments. I have attached the Pay Act Memo with the instructions from Commissioner Reardon, the pay act allocation in the excel sheet, and a request for disbursement form.

Please sign the form, return it to me, and I will get it processed.

If you have any questions, please contact me.

Best,

Bradley Kukenberger  
Financial Director II  
Agency of Administration  
Financial Operations Division  
(802) 828-1395

[illegible]

**State of Vermont**

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## MEMORANDUM

**TO:** Business Managers  
**FROM:** Jim Reardon, Commissioner, Department of Finance and Management  
**RE:** FY 2015 Pay Act Distribution  
**DATE:** 5/20/2015

In accordance with 2014 Act 160 Sec. 9, the Secretary of Administration is prepared to distribute FY 2015 Executive Branch General Fund and Transportation Fund Pay Act.

Attached is your unit's allocation of General Funds or Transportation Funds based on our calculation of your need. **Please complete the attached form to indicate to which Dept. IDs the funds should be transferred. Please ensure that the total amount listed on your request is less than or equal to the Finance and Management calculation. You will not receive the allocation until the form is received and approved by the Secretary of Administration.**

Please contact your budget analyst with any questions.



## **FY 2015 Pay Act Allocation – Request for Disbursement**

**Agency/Department: Governor's Office**

<b>Appropriation Dept. ID</b>	<b>Appropriation Name</b>	<b>General Fund</b>	<b>Transportation Fund</b>
1200010000	Governor's Office	\$21,279	
<b>TOTAL:</b>		<b>\$21,279</b>	

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Department Head)

Reviewed by Budget Analyst \_\_\_\_\_ (initials)

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Justin Johnson, Secretary of Administration