

1. Is there a report that displays allowable PAAs? Yes, it can be found under Master Reports/CR112 Post Allocation Configuration. It is important to select status **Active** to show most current list. Best practice is to download to Excel and filter.
2. I am in the PAA SL function and found multiple PAAs in PCSA for State Match and State Portion, how do I identify and know what amount to enter? The CR112 report will show a To project that can be used in conjunction with the CR513 report to identify amount available to transfer (see IV-E PAA for Match handout) or a dollar amount can entered into the PAA screen select the line then the amount available can be obtained.
3. Is there a report for allowable budget transfers? No, there is not a report but the Budget Transfer screen only has the allowable combinations. Or you can use new desk top PAA and BR handout presented in today's meeting.
4. What do I need to consider before I request a budget increase for a pass-through grant? Request should be based on reasonable projections of what will be needed to cover expenditures through grant end.
5. What do I need to consider before I request a budget transfer? Only the undrawn amount can be transferred. If the budget transfer needed is greater than the available to draw, then a negative draw can be completed if the liquidating quarter has not ended. The undraw needs be processed in OAKS first then the budget transfer can be completed the next week.
6. I have a ceiling excess in TANF Regular, what are my options? A budget transfer from TANF Admin can be completed or Title XX transfer can be transferred back or TANF Mandated Share can be activated or re-code expenditures to TANF Earnings and Collections allocation.
7. I have a ceiling excess in APS, what are my options? As long as the expenditures are not from RMS 701/700 then a PAA can be completed moving expenditures to SSO or Title XX
8. I have a ceiling excess in Child Care Non-Admin, what are my options? Budget transfer from Child Care Admin, PAA to TANF Admin, or PAA to TANF Regular for any amount that is not Program 500/ Activity 500. The PAA to TANF regular should be made first.
9. I have a ceiling excess in Child Care Admin, what are my options? A PAA can be performed to TANF Admin.
10. I have a ceiling excess in TANF Admin, what are my options? A PAA can be performed to Community Protective Services allocation.

11. Why at times are there 2 PAAs open at the same time? During liquidation periods both the new and older grants are open so it is important to look closely at the grant to ensure expenditures get posted to the correct grant.
12. When is the best time to do a PAA? PAAs can be completed anytime according to business need. **It is important to remember that the allocation process will delete all PAAs completed.** Agencies should always review O/U reports to ensure all PAAs are completed as needed prior to quarter close.
13. When is the best time to do a Budget Request? Budget requests or transfers should be completed prior to needing them and especially prior to the closing of the grant. It is important to remember that budget transfers can only be completed up to the amount not drawn.
14. I received more allocation during the redistribution process and want to undo a previous quarters PAA, what are my options? A negative PAA can't be completed so agencies should first look to see if coding is available then do a coding adjustment. If no codes are available, then contact your fiscal supervisor to start the APAA process.
15. Based on 4281 staff counts, I can't use my IVB admin or Case Workers visit admin? Transfer the admin to program using the new Budget Request/Transfer function.
16. Do I use the new Budget Request/Transfer function with an Inter County Transfer? Yes, the Budget Request/Transfer process has been enhanced and should now be used for completing the Inter County Transfer process.