



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

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Kelly Butler
Finance Director

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State Comptroller

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Deputy State Comptroller

MEMORANDUM

TO: All Agency Accounting Contacts

FROM: Kathleen D. Baxter
State Comptroller 

DATE: August 28, 2019

SUBJECT: Function Code for Tropical Storm Dorian related expenditures

Governor Kay Ivey proclaimed the continuing existence of conditions warranting an extension of the State of Emergency in the State of Alabama. Due to the impact of Tropical Storm Dorian on the State of Alabama, the State Emergency Operations Center and their partners are postured for activation as of August 28, 2019.

To track statewide costs of disaster response, the following Function Code has been established in STAARS for Tropical Storm Dorian:

Function Code 2031 – “Tropical Storm Dorian August 2019”

All costs (travel, payroll, supplies, etc.) associated with your agency’s response should use this function code.

If your agency has costs associated with this incident contact Serena McMurtrey at serena.mcmurtrey@comptroller.alabama.gov 334-242-2275 and your budget analyst to have the function code set up for your Agency.

If payments have already been made and the function code was not used, you will need to do a journal voucher document to reallocate the expenditures to the correct function code.

Thank you for your cooperation and support.