



STATE CONTROLLER'S OFFICE – BULLETIN 07-14-2020

Wisconsin Department of Administration – Division of Executive Budget and Finance

BULLETIN 07-14-2020

COVID-19 General Ledger Interunit Journal Job Aid

The COVID-19 GL Interunit Journal Job Aid and Journal Example are now available using the below links:

Job Aid: <https://doa.wi.gov/budget/SCO/COVID-19%20GL%20IU%20Journal%20Job%20Aid.pdf>

Journal Example: <https://doa.wi.gov/budget/SCO/COVID-19%20GL%20IU%20Journal%20Example.pdf>

This job aid describes the GL Interunit Journal process that agencies should follow for reimbursement of employees that transferred to DWD or DHS during the emergency period.

These Interunit Journals should be submitted to the SCO Agency Contact and the Receiving Agency Financial Manager (DWD – Tami Moe or DHS – Bob Halverson) by **Friday, July 17th**.

The SCO Agency Contact can be found at the below link:

<https://doa.wi.gov/budget/SCO/SCO%20Accounting%20Support%20-%20Agency%20List.pdf>