

STATE CONTROLLER'S OFFICE  
PERSONNEL/PAYROLL SERVICES DIVISION  
P. O. BOX 942850  
Sacramento, CA 94250-5878

DATE: August 10, 2016

**CALATERS GLOBAL LETTER #16-003**

TO: Agencies Participating in the California Automated Travel Expense Reimbursement System

FROM: Debra Spellman, Chief  
Personnel/Payroll Services Division

RE: **CALATERS GLOBAL FUNDING FOR 2016-2017 FISCAL YEAR**

The State Controller's Office has received approval to change the funding source for CalATERS Global beginning with the 2016-17 fiscal year. Specifically, CalATERS Global funding was changed from a Reimbursement authority, which allowed for invoicing departments for their system usage, to General Fund/Central Service Cost Recovery to more appropriately support the existing CalATERS workload.

Departments will not receive monthly/quarterly invoices for their usage. The State Controller's Office requests departments submit a one-year or multi-year (up to three-year) Interagency Agreement (IAA) for zero dollars, with a beginning date of July 1, 2016. If your department has an established IAA, please prepare an amendment. If your department has not yet submitted an IAA for 2016-17, please do so.

Please submit your department IAA to the State Controller's Office:  
By Mail - P. O. Box 942850, Sacramento, CA 94250-5878, ATTN: Jabari Lewis  
By Email (Preferred) - [JLewis@sco.ca.gov](mailto:JLewis@sco.ca.gov)

Questions concerning the IAA should be directed to Jabari at (916) 319-9426 or [JLewis@sco.ca.gov](mailto:JLewis@sco.ca.gov).

Please direct any other questions to the CalATERS Help Desk for response.

DS:LR