

Sample Letter For Single Funded Agencies

Comptroller of Public Accounts

Fiscal Integrity Division
Appropriation Control Section
111 East 17th Street, Room 901
Austin, Texas 78774-1440
FAX: (512) 936-5972
Email: aco.reports@cpa.state.tx.us

State Auditor's Office

Central Files, Attn: Reports
1501 North Congress Ave., Suite 4-224
Austin, TX 78701-1429
FAX: (512) 936-9400
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Legislative Budget Board

Robert E. Johnson Building
1501 N. Congress Avenue, 5th Floor
Austin, Texas 78701
Email: lbbdocs@lbb.state.tx.us

Date

Salutation,

This letter is to comply with the requirements of HB 1, Article IX, Section 6.08, 84th Legislature, Regular Session, and *Benefits Proportional by Fund (APS011)*, confirming that agency____(*agency number*),_____
(*agency name*), was funded from a single appropriated fund,_____
(*fund number*), for fiscal year _____. In consideration of the funding confirmed in this letter, no adjustments to achieve proportionality are required.

Signature, Chief Financial Officer or Designee

Date