

**POLICIES AND PROCEDURES APPLICABLE
TO THE TREASURY DIVISION,
DEPARTMENT OF REVENUE,
STATE OF ALASKA**



APPENDIX ZV

**Reimbursable Services Agreement Between the Treasury Division
And Exxon Valdez Oil Spill Trustee Council**

State of Alaska

Reimbursable Services Agreement

ORIGINAL

AMENDMENT #

Payment Process
 Execute RSA (145-90 or 145-95) Agency Journal Entry (430-40) Other

Requesting Agency: BRU, Department of Fish & Game, Administration & Support, Component: EVOS Trustee Council, ADN #: 115135

Servicing Agency: BRU, Department of Revenue, Taxation & Treasury, Component: Treasury Division, ADN #: 410034

I. Project or program title: **FY11 Exxon Valdez Oil Spill (EVOS) Investment Fund**

II. The servicing agency agrees to provide the requesting agency with the following service(s):
 (Answer who, what, where, when, why and how cost estimates are derived. Use attachment if necessary.)

The Treasury Division will provide custody, investment management, and financial reporting services for invested assets of the EVOS Investment Fund. The EVOS Trustee Council will retain responsibility for these assets and, with assistance from Treasury's Portfolio Section, shall establish investment policy. Treasury will manage and invest EVOS funds consistent with the most recently adopted investment policies. The EVOS Executive Director will provide annually updated cash flow projections to Treasury. Treasury will prepare and submit monthly financial statements and performance reports. These EVOS moneys are held on behalf of the State of Alaska and the U.S. Government which hold a joint undivided interest; allocation is determined by the EVOS Trustee Council as described in the Trustee Council's adopted Asset Allocation Resolution. The Trustee Council is not part of the state's reporting entity; therefore, the EVOS Investment Fund will not be included in Treasury's audited annual financial statements.

REQ Program Contact/Phone: **Renee James, 276-8012** SVC Program Contact/Phone: **Michelle Vuille, 465-2361**

III. Terms and mechanics of reimbursement:

Payment upon approval
 Payment upon receipt of inter-agency billing
 Payment upon completion of service(s)
 Other (Specify) **Bill sent to EVOS-F&G initiates AJE**

Billing Address:
 AK Dept. of Fish & Game (administering agency)
 Juneau, AK
 Attn: RSA Desk

Commencement date: **7/1/2010** Completion date: **6/30/2011** Billing RD code: **11983** Phone #: **465-6062**

IV. Servicing agency cost based on: Itemized costs of service(s) provided
 Cost allocation schedule (description of allocation methodology must be attached)

V. Schedule of maximum costs to be incurred by the Servicing Agency:

	Original Agreement	Previous Amendment(s)	This Amendment	Total
Personal Services	\$ 25,000.00	\$	\$	\$ 25,000.00
Travel	\$ 750.00	\$	\$	\$ 750.00
Services	\$ 65,000.00	\$	\$	\$ 65,000.00
Commodities	\$ 1,000.00	\$	\$	\$ 1,000.00
Capital Outlay	\$	\$	\$	\$ 0.00
Grants and Benefits	\$	\$	\$	\$ 0.00
Other	\$	\$	\$	\$ 0.00
Total	\$ 91,750.00	\$ 0.00	\$ 0.00	\$ 91,750.00

Servicing Agency may not change line items without approval of Requesting Agency

VI. Budgeting and Accounting Information:

Requesting Agency Appropriation: Capital Operating
 If Operating, is item on Inter-Agency Services Report? No Yes, on detailed Budget Page

Financial coding to be charged: **CC: 64000025 64032021 64032002**
Ac. 23575

(Format: Sac Ch SLA Pg Ln CR RPL # XX-X-XXXX)
 Appropriation Cite: **N/A**
 Appropriation Cite: _____
 Date funds lapse: _____

Open Item # or Batch # (RS, EN, or AJE): _____

Federal Funds: No Yes, Amount: _____
 Federal Pass Through: YES NO

ARRA Reporting to be done by: Requesting Servicing
 If the RSA includes ARRA funds, it can not include other types of funding.
 ARRA RSAs must stand alone.

Federal Agency/Program/CFDA/Grant/Contract No.: _____

Servicing Agency Authorization

Is this agreement using budgeted authorization? No Yes
 Is item on Restricted Revenue Report? No Yes, on detailed Budget Page

AR 16972 CC 4716972 RR 59110 Other _____
 AR _____ CC _____ RR _____ Other _____

VII: Approvals & Certification: The requesting agency and servicing agency agree to the terms and conditions above. In addition, the requesting agency certifies that sufficient funds are encumbered to pay this obligation or that there is sufficient unencumbered balance in the appropriation cited to cover this obligation. I am aware that knowingly make or allow false entries or alterations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.59.015-020. Other disciplinary action may be taken up to and including dismissal.

Requesting Agency Authorized Signature: *[Signature]* Printed Name: **Elise Hsieh, Executive Director** Date: _____

Servicing Agency Authorized Signature: *[Signature]* Printed Name: **Ginger Blaisdell, DOR/VASD Director** Date: **29 Sep 10**

OMB Authorized Signature (as applicable): _____ Printed Name: _____ Date: _____