

From: [Roesler, Lynda](#)
To: [DASACC Financial Contacts](#)
Subject: Volunteer Programs
Date: Tuesday, January 11, 2011 11:01:15 AM

Please forward this email to the appropriate staff in your agency.

A form was created for approval or renewal of a volunteer program and is on State Accounting's web site at:

http://www.das.state.ne.us/accounting/forms/volunteer_pgm.pdf

The instructions on the form indicate that the form and accompanying letter are to be emailed to State Accounting's shared mailbox at as.stateaccounting@nebraska.gov with the words Volunteer Program entered into the subject line (you may add other words in the subject line, but Volunteer Program should be the first two words). ***These forms/letters should not be sent to the AS Director's email address.***

The only requests that will be reviewed by State Accounting and considered for approval, will be those requests sent to as.stateaccounting@nebraska.gov. Please note that we cannot guarantee that requests sent to any other email address will receive approval because we cannot guarantee that State Accounting will receive them.

Please let me know if you do not understand the instructions or if you have questions about the form or emailing the form to State Accounting.

Lynda Roesler

Statewide Internal Control Coordinator

State Accounting

State Capitol, Room 1309, Ph. 402-471-7737

email address: Lynda.Roesler@nebraska.gov

web address: <http://www.das.state.ne.us/accounting/>

