

**ASSIGNED ID AND LAWSON ACTIVITY REQUEST FORM
FOR CERTIFICATES OF OBLIGATION FUNDED ITEMS
APPROVED OUTSIDE THE ANNUAL BUDGET**

This form is used only when requesting new funding outside of the annual budget process

Complete all information and submit to Auditor email: AuditorCO@fbctx.gov

Auditor's Office will provide accounting information within 2 business days

Requesting Department:	Information Technology
Contact Person:	Adriana Plantinos
Contact Email:	adriana.plantinos@fortbendcountytexas.gov
Brief Description:	Exagrid Backup Storage
Estimated Start Date:	2/13/2024
Estimated End Date:	4/1/2024
Approval Court Date:	2/13/2024
Approval Agenda Item:	
Total Approved Appropriation:	\$672,672.91

Detailed Description:

Exagrid Backup Storage

Justification for not Requesting During Budget Process:

Funding was requested and approved during FY23. Subsequent year funding was assumed to have been completed during the FY23 budget planning process.

FOR AUDITOR USE ONLY:

Assigned ID #:	
Initial Accounting Unit:	
Activity:	
Approved by:	
Date:	

Note: Account and Account Category are determined by requisition details.

Accounting Units are subject to change.

