FSFN Trust Account Enhancements

March 2014
Agenda

This training module is divided into the following topics:

- Topic 1: Create Trust Account
- Topic 2: Maintain Trust Account
- Topic 3: Maintain Trust Account Options
- Topic 4: Trust Account Batch and Reporting
- Available Reference Information
FSFN Trust Account Enhancements: Introduction

The Trust Account module supports the creation and maintenance of a Trust Account on behalf of children who are in legal custody of the State, including:

- Supports multiple General and one Dedicated bank account per Fiscal Agency
- Supports State level maintenance of Maximum Balance, Benefit Types, Detail Transaction Types, and Sub Account Types
- Maximum balance monitoring feature
- 4 templates and supports attachments
- User scheduled batches and reporting
Topic 1: Create Trust Account

- Set up Bank
- Verify Maximum Balance Threshold is defined (see Topic 2: Maintain Trust Account for details)
- Authorized user opens the Trust Account Search page from Create Financial Work
- Trust Account Search page
- Trust Account page organized as:
  - Benefit tab and pop-up
  - Ledger tab and pop-up
  - Property
Maintain Trust Account: Bank Page

- The Bank page is by Fiscal Agency and contains the General and Dedicated bank account information.
- There can be more than one General bank account per Fiscal Agency, but only one Dedicated.
- The default way in which Interest and Service Charges are handled is specified for each bank; values are:
  - Carried Forward – any remainder is carried forward to the next period.
  - Highest Balance – any remainder is applied to the Trust Account for that Fiscal Agency’s bank that has the highest balance.
  - Topic 2: Maintain Trust Account for additional details on the Interest/Service Charge page and batch process
Create Trust Account:
Trust Account Search Page

Use the Trust Account Search page to create a new Trust Account for a child as follows:

• Access via Financial Work>Trust Account>Trust Account Search

• Search criteria:
  – New Trust Account requires one of SSN or Person ID.
  – Search using Trust Account Status of “None”, and if not found, use Trust Account Status of “Open/Closed”
  – Person Search hyperlink launches FSFN Person Search page with additional criteria to find a Person ID.

• Results:
  – Select radio button identifies person for new account.

• Buttons:
  – Click Create General to create General Account for the child, note that more than one General Trust Account is allowed
  – Click Create Dedicated to create Dedicated Account for the child, note that only one Dedicated Account is allowed
The Trust Account page supports the following functionality:

- Identify Benefits associated with the account.
- Post Ledger deposits and withdrawals.
- Track child’s property purchased using trust funds.
- Attach and retrieve scanned documents.
- Generate templates.
Create Trust Account: Benefit Tab and Pop-up

The Benefit tab summarizes the benefits such as SSI, SSA, and Other associated with the account.

- Insert button launches the pop-up page to create a Benefit.
- Edit hyperlink launches the pop-up page to edit a Benefit.
- Benefit fields used by FSFN in calculating cost of care:
  - Effective date – earliest payment service begin date included in cost of care
  - Cost of care expenses – whether the benefit can be used for the Current Month cost of care, Prior Month’s cost of care, All Outstanding, or None
  - Personal needs – used as the default amount when posting a deposit for this benefit. Excludes that amount from the trust account balance used for cost of care
Create Trust Account: Ledger Tab and Pop-up

The Ledger tab summarizes the ledger entries associated with the account.

- Ledger Balances display for Benefits and Sub Accounts.
- Displays Outstanding Cost of Care balance as of current date.
- Shows Maximum Balance calculation as of current date as **Bold Red** to alert user when above the Maximum Balance Threshold.
- Create and remove Expenditure Plan Task for Case Manager.
- Post deposit and withdrawal ledger entries for a specific Benefit, Detail Type, and Sub Account Type.
- Deposits for a Benefit with Personal Needs specified default the Deposit Personal Needs to that value and allows user to specify a different amount for the specific deposit.
- Personal Needs amount is excluded from the cost of care calculation.
Create Trust Account: Property Tab

The Property Tab tracks a child’s property purchased using Trust Account funds.

- Track inventory details.
- Generate an Inventory Transfer Form (template) that lists the child’s current property for use when transferring a child from one placement to another.
- Export generates a .csv file with all of the columns on the tab.
Create Trust Account: Templates

- Notice of Fee Assessment template
  - Launch from the Text box on the Trust Account page
  - Launch from Create Case Work, Forms option
  - Populates most information from FSFN pages

- Notarized Designation of Client Money and Property
  - Launch from the Text box on the Trust Account page
  - Populates most information from FSFN pages

- Master Trust Expenditure Plan
  - Launch from the Text box on the Trust Account page
  - Launch from Create Case Work, Forms option
  - Populates most information from FSFN pages
Sample: Bank Page

![Bank Page](image)

<table>
<thead>
<tr>
<th>Account Type</th>
<th>ADA Number</th>
<th>Account Number</th>
<th>Description</th>
<th>Remainder Option</th>
<th>Interest Service Charge</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>921000248</td>
<td>8884212325</td>
<td>Everyone Bank</td>
<td>Highest Balance</td>
<td>Edit, Delete</td>
<td></td>
</tr>
<tr>
<td>Dedicated</td>
<td>921000248</td>
<td>6684012323</td>
<td>Everyone Bank</td>
<td>Highest Balance</td>
<td>Edit, Delete</td>
<td></td>
</tr>
</tbody>
</table>
Sample:
Trust Account Search Page

http://scfid111.dcf.state.fl.us/1001/ - Trust Account Search - Windows Internet Explorer

Florida Safe Families Network

Search Criteria:
Last Name:  
First Name:  
Child SSN:  
Fiscal Agency: Family Support Services
Benefit Type:  
Maximum Balance:  
Trust Account Status: None

Results:
Name  SSN  Person ID  Bank  Case Status  Account Type  Account Status  Benefit Types  Maximum Balance

Done

For Training Purposes Only
Sample: Trust Account Page
Sample: Trust Account Ledger Tab
Sample: Trust Account Property Tab
Sample: Inventory Transfer Template

INVENTORY TRANSFER FORM

<table>
<thead>
<tr>
<th>Child's Name:</th>
<th>DOB:</th>
<th>SSN:</th>
<th>Person ID:</th>
</tr>
</thead>
</table>

Date of Transfer: __________

Transfer from Caregiver to DCF/CBC Staff

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Approximate Purchase Date</th>
<th>Serial Number</th>
<th>Last Known Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The undersigned do hereby certify that the identified purchased item(s) for the above referenced client are being transferred and have been received by the DCF/CBC representative.

Releasing Caregiver (Print): ____________________  Signature: __________  Date: __________

DCF/CBC Representative (Print): ____________________  Signature: __________  Date: __________

Date of Transfer: __________

Transfer from DCF/CBC Staff to Caregiver

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Approximate Purchase Date</th>
<th>Serial Number</th>
<th>Current Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The undersigned do hereby certify that the identified purchased item(s) for the above referenced client are being transferred and have been received by the current caregiver listed below.

Receiving Caregiver (Print): ____________________  Signature: __________  Date: __________

DCF/CBC Representative (Print): ____________________  Signature: __________  Date: __________
Notice of Fee Assessment and Rights of Foster Child

Date:

To:

From:

Re:

This is to notify you that the Department or Community Based Care Agency (CBC) has

Assessed the child a monthly fee for the cost of care (‘Fee’) from his or her Social Security or other monthly benefit. The amount of the child’s Social Security or other benefit check is $___________.

The amount of the monthly fee is $___________. The remaining balance of $___________. monthly, after the deduction of the fee, is deposited in a trust account for the benefit of the child.

Assessed the child a monthly fee for the cost of care from the child’s assets held in trust by the Department or CBC. The amount of the monthly fee is $___________. (Note: The cost of care may change.)

You have the right to request a fee waiver on behalf of the child. If the Department denies your request for a fee waiver in whole or in part, you have the right to request an administrative hearing pursuant to Chapter 120, Florida Statutes. These administrative hearings are confidential and shall not be disclosed to unauthorized third persons pursuant to state and federal laws and regulations.

The Department or Community Based Care Agency is obligated to manage the Social Security, federal benefit, or other payment or asset in trust for the child and has a duty to protect both the child’s short-term and long-term financial interests. The Department must balance the special needs of the child against the fee assessment for the cost of the child’s care, in the child’s best interests.

In the case of a child age 15 or older, the Department must also take into account the child’s present and future needs, and must balance these needs in the child’s best interest against the fee assessment for the cost of the child’s care.

For any child who receives Supplemental Security Income (SSI), the child’s receipt of a monthly benefit is subject to a $2,000 asset maximum.

To apply for a fee waiver for the child, you complete the attached “Application for Review of Assessed Fee.” Include information as to why the fee should be waived, and send the packet to:

Account number (if known):

Date Entered Foster Care:

Type of Request (choose one):

☐ Request to retain $___________. monthly

☐ Request to reduce monthly fee to $___________.

Period of time: ___________________________  ___________________________

Reason for request (please attach additional sheets as necessary):

In addition to completing this form, the Requester must attach supporting relevant documentation, including copy of PASS, Independent Living, or other case plan and:

The Requester, if not the child or the child’s parent, certifies that he or she understands the information obtained by the requester during this proceeding may be subject to confidentiality laws.

Requestor’s Signature:
Sample:
Notarized Designation of Client Money and Property Template

**NOTARIZED DESIGNATION OF CLIENT MONEY AND PROPERTY**

(Date)

To:

From:

Re:

This is a designation pursuant to that Master Trust Declaration promulgated pursuant to the order of the Circuit Court of the Second Judicial Circuit in and for Leon County, Florida, dated July 8, 1997, that the following described money and property of [Client’s name] will be subject to the provisions of:

[Check “A” and check “B”, “C”, “D”, or “E”, as applicable.]

[If the client receives Supplemental Security Income or Social Security Act Title II benefits, check the “revocable” boxes; otherwise check the “irrevocable” boxes.]

A. Part I of the Declaration of Trust respecting the current needs, and where applicable, the reasonably foreseeable future needs of the individual Client and that such subaccount
   [ ] is revocable or [ ] is irrevocable

B. Part II of the Declaration of Trust respecting the long term needs of individual Clients Under Age 18 Who are in Substitute Care (Title IV-E and Non-Title IV-E) and that such subaccount
   [ ] is revocable or [ ] is irrevocable

C. Part III of the Declaration of Trust respecting a Qualified Medicaid Disabled Specia Needs Trust for Individuals Under Age 65;

D. Part IV of the Declaration of Trust respecting a Qualified Medicaid Income Trust;

E. Part V of the Declaration of Trust respecting Individual Client Plans to Achieve Self Support or Independent Living, and that such subaccount
   [ ] is revocable or [ ] is irrevocable;

in addition to the general provisions of such Master Trust Declaration.

Further, it has been determined that, in connection with a subaccount designated under Parts III or IV of such Declaration of Trust: [check off either “1.” or “2.”]:

1. The Client or his or her representative, either by will or other legal instrument, has previously designated the following persons as remainder beneficiaries, if any, of the Client: [Name of previously designated residual beneficiaries]

2. There are no records of testamentary designation of remainder beneficiaries.

Further, the money and property to which this designation initially applies are specifically described as follows [describe]:

[ ]

Affiant

[notary certification]
# Sample: Master Trust Expenditure Plan Template

## MASTER TRUST EXPENDITURE PLAN

<table>
<thead>
<tr>
<th>Child's Name</th>
<th>DOB</th>
<th>SSN</th>
<th>Person ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Case Manager</td>
<td>Unit</td>
<td>Agency</td>
<td></td>
</tr>
</tbody>
</table>

### 1. Trust Balance

- Initial Balance: __________
- Deposits: __________
- Cost of Care: __________
- Personal Needs Allowance: __________
- Projected Balance: __________
- Amount over $1500: __________

### 2. Special Needs of the Child

- Medical: __________
- Mental: __________
- Education: __________

### 3. Plan to Achieve Self-Support (PASS)

- PASS plan in effect: __________
- PASS plan appropriate for the child: __________

### 4. Plan to Meet the Needs of the Child (Formal or Informal)

<table>
<thead>
<tr>
<th>Expense Category</th>
<th>Item Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Regular Monthly Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Planned Expenses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Total Expenses

- Balance after all expenses: __________

### Date Prepared: __________

- Case Manager: ____________________________
- CM Supervisor: ____________________________
- CBC Authorized: ____________________________

- Sent to Fiscal on: ____________________________

For Training Purposes Only
Topic 1: Create Trust Account
FSFN System Demo
Topic 2: Maintain Trust Account

- Set up Maximum Balance Threshold
- Monitor account balances
- Access existing Trust Account
- Imaging and Image History pages
- Post Interest/Service Charges
Maintain Trust Account: Maximum Balance Page

- The State Level Maximum Balance Threshold is defined on the Trust Accounts Options page Maximum Balance tab (See Topic 3)
- The CBC Fiscal Agency can optionally define a lower value for the Maximum Balance Threshold using the Maximum Balance page.
- The Maximum Balance page defines the CBC specified amount used to determine whether a child’s trust fund balance is nearing the threshold.
- The CBC specified amount must be equal to or less than the amount specified at the Statewide level on the Trust Account Options page Maximum Balance tab.
Maintain Trust Account: Trust Account Search Page

The Trust Account Search page includes the following functionality:

- **Search criteria:**
  - Find existing Trust Account using person name, SSN or Person ID.
  - Person Search hyperlink launches FSFN Person Search page with additional criteria to find a Person ID.
  - Search using Trust Account Status of “None”, and if not found, use Trust Account Status of “Open/Closed.”
  - Filter by Benefit Type to find only accounts including SSI.
  - Filter by Maximum Balance to find accounts that may need review and an Expenditure Plan.

- **Results:**
  - View summary account information
  - Benefit type(s) and total account balance
  - Account Type hyperlink launches existing Trust Account page
Maintain Trust Account: Trust Account Page

The Trust Account page supports the following functionality:

- Maintaining Benefits – ending existing or creating new
- Posting Deposits and Withdrawals
- Closing Account – button available when the account balance is zero
- Opening Account – button available when accessing page for an existing account that is Closed
- View access for Case Managers from Case Outliner>Eligibility and Judicial Review Worksheet
Maintain Trust Account:
Image Page & Image History

- The Upload Images hyperlink in the Actions list box launches the Image page.

- This page has been modified to enable users to attach scanned documents to the Trust Account page using the Trust Account image category.

- The View Attachments hyperlink in the Actions list box of the Trust Account page launches the Image History page.

- The Image History page allows users to retrieve scanned documents attached to the Trust Account page.
Maintain Trust Account: Interest/Service Charge Page and Batch Process

- The Interest/Service Charge page allows the user to apply any interest or service charges for each of their banks for the effective date.
- Once saved, the batch process allocates the interest or service charge to each Trust Account for that bank with a positive balance as of the effective date.
- Any remainder is either carried forward to the next period or applied to the Trust Account within that bank with the highest balance.
- The batch process runs several times a day and notifies the user who entered the request when the batch completes.
- Once the batch process is complete, the Flag Posted is checked, also indicating that the batch is complete.
Sample: Maximum Balance Page

![Maximum Balance Page](image)
Sample: Trust Account Search Page

![Florida Safe Families Network](image)

**Search Criteria**
- Last Name:
- First Name:
- Child SSN: 410-48-4688
- Person ID:
- Fiscal Agency: Family Support Services
- Benefit Type:
- Maximum Balance:
- Trust Account Status: Open/Closed

**Results**

<table>
<thead>
<tr>
<th>Name</th>
<th>SSN</th>
<th>Person ID</th>
<th>Bank</th>
<th>Case Status</th>
<th>Account Type</th>
<th>Account Status</th>
<th>Benefit Type(s)</th>
<th>Maximum Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snapper, Darren</td>
<td>410-48-4688</td>
<td>100797936</td>
<td>TD BK-CURRENT NEEDS ACCT</td>
<td>Open</td>
<td>General</td>
<td>Open</td>
<td>SSI</td>
<td>$2,052.00</td>
</tr>
</tbody>
</table>
Sample: Image Page
Sample: Interest/Service Charge Page

### Interest/Service Charge Details

<table>
<thead>
<tr>
<th>Type</th>
<th>Effective Date</th>
<th>Amount</th>
<th>Flag Posted</th>
<th>Remainder</th>
<th>Action</th>
</tr>
</thead>
</table>

Bank:
- Bank: Everyone Bank
- Total Balance: $0.00
- Option: General
- Dedicated

Buttons:
- Recalculate
- Save
- Close
Topic 2: Maintain Trust Account
FSFN System Demo
Topic 3: Maintain Trust Account Options

- State-level user maintains
- Access via Financial Work > Utilities > Trust Account Options
- State-level Maximum Balance threshold
- Ledger Detail Types
- Benefit Types
- Sub Account Types
Maintain Trust Account Options

- **Maximum Balance tab** - State level threshold values by effective date
- **Detail Types tab** – Description and code for detail types used by the Trust Account page Ledger Pop-up page
  - Withdrawals or deposits
  - Include in calculations
  - System-only and Active/inactive
- **Benefit Types tab** – Description and code for benefit types used by the Trust Account page Benefit Pop-up page
  - General and/or Dedicated
  - Include in calculations
  - Default value for which type of cost of care expenses the benefit is available for (All, Current, None)
  - Active/inactive
- **Sub Account Types tab** – Description and code for sub account types used by the Trust Account page Ledger Pop-up page
  - General and/or Dedicated
  - Include in calculations
  - Active/inactive
Sample: Trust Account Options Maximum Balance Tab
Sample: Trust Account Options Detail Types Tab
Sample: Trust Account Options Benefit Types Tab

<table>
<thead>
<tr>
<th>Benefit Type Description</th>
<th>Code</th>
<th>Dedicate</th>
<th>Goal</th>
<th>Maximum Balance Calculation</th>
<th>Cost of Care Expense</th>
<th>Inact</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSA</td>
<td>3901</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SSI</td>
<td>3902</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Current Month</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VA</td>
<td>3903</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>All Outstanding</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For Training Purposes Only
Sample: Trust Account Options Sub Account Types Tab

<table>
<thead>
<tr>
<th>Sub Account Type Description</th>
<th>Code</th>
<th>Dedicate</th>
<th>General</th>
<th>Maximum Balance</th>
<th>Inact</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Needs</td>
<td>4901</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Long Term Needs</td>
<td>4902</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medicaid</td>
<td>4903</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For Training Purposes Only
Topic 3: Maintaining Trust Account Options
FSFN System Demo
Topic 4: Trust Account Batch and Reporting

- Financial Batch Schedule – Trust Account
- Trust Funds Calculator Batch
- Trust Account Report
- Trust Account Activity File
Trust Account Batch and Reporting: Financial Batch Schedule Trust Account Tab

- The Trust Account tab on the Financial Batch Schedule page is a new tab that supports the need for Fiscal Agency fiscal staff to initiate the request to run the Trust Account Funds Calculator Batch process.

- The parameters are the Fiscal Agency, Bank, and the Service Month for which the batch is running.

- The page captures the user who entered the batch run request and maintains a history of previous runs.

- Options to filter by status and run date are available with a default of the last three months’ worth of runs.
The Trust Funds Calculator Batch functionality is modified as follows:

- Runs real-time upon request via the Financial Batch Schedule page: new tab for Trust Accounts.
- Parameters are changed to use Service Month instead of run date to select Ledger entries, new optional parameter is added to designate Bank; parameters received from the new Trust Account tab on the Financial Batch Schedule page.
- Uses the new Trust Account Option page to determine which Detail types of withdrawals and deposits to include in the calculation; which benefit types and which sub account types.
Trust Account Batch and Reporting: Trust Funds Calculator Batch

The Trust Funds Calculator Batch is modified to provide the following functionality (continued):

- Uses the effective date on the ledger instead of transaction date to select the transactions that fall within the service month parameter.
- Adds logic to verify that the payment is released by the Invoice Batch in order to be included in the cost of care calculation – derive at the payment ledger level.
- Modifies the prior month calculation to include the previous months (not just the single prior month).
- Sends an e-mail to the user who created the request on the Financial Batch Schedule page.
Trust Account Batch and Reporting: Trust Account Listing Report

- The purpose of the new Trust Account Listing Report is to show trust account balance and transaction history by child within Fiscal Agency.
- Criteria include Effective Date Range, Fiscal Agency, Account Type, Benefit Type, Child ID, Balance Level Only
- All Trust Account data is available in Business Objects to support Ad hoc reporting needs
Trust Account Batch and Reporting: Trust Account Activity Extract File

- This is a new process to extract trust account transaction activity for import into the CBC Accounting System
- Runs immediately after the Trust Funds Calculator Batch
Sample: Financial Batch Schedule Trust Account Tab
Sample:
Trust Account Listing Report Summary Tab
**Sample: Trust Account Listing Report Detail Tab**

<table>
<thead>
<tr>
<th>Effective Date</th>
<th>Transaction Date</th>
<th>Transaction Type</th>
<th>Detail Type</th>
<th>Benefit Type Code</th>
<th>Sub Account Code</th>
<th>Description</th>
<th>Amount</th>
<th>Amount Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/25/2014 13:51:27</td>
<td>2/25/14</td>
<td>Withdrawal</td>
<td>Close Account</td>
<td>SSI</td>
<td></td>
<td></td>
<td>-$1,564.90</td>
<td>-$1,564.90</td>
</tr>
<tr>
<td>02/25/2014 13:52:14</td>
<td>2/25/14</td>
<td>Withdrawal</td>
<td>Close Account</td>
<td>SSI</td>
<td></td>
<td></td>
<td>-$30.05</td>
<td>-$1,594.95</td>
</tr>
<tr>
<td>02/03/2014 10:36:05</td>
<td>2/3/14</td>
<td>Deposit</td>
<td>Monthly Check</td>
<td>SSI</td>
<td></td>
<td></td>
<td>$721.00</td>
<td>$721.00</td>
</tr>
<tr>
<td>02/03/2014 10:39:49</td>
<td>2/3/14</td>
<td>Deposit</td>
<td>Monthly Check</td>
<td>SSI</td>
<td></td>
<td></td>
<td>$721.00</td>
<td>$721.00</td>
</tr>
<tr>
<td>02/03/2014 07:59:51</td>
<td>2/3/14</td>
<td>Deposit</td>
<td>Monthly Check</td>
<td>SSI</td>
<td></td>
<td></td>
<td>$721.00</td>
<td>$721.00</td>
</tr>
<tr>
<td>02/03/2014 07:39:51</td>
<td>2/3/14</td>
<td>Deposit</td>
<td>Monthly Check</td>
<td>SSI</td>
<td></td>
<td></td>
<td>$721.00</td>
<td>$1,412.00</td>
</tr>
<tr>
<td>02/03/2014 14:34:36</td>
<td>2/3/14</td>
<td>Deposit</td>
<td>Beginning Balance</td>
<td>SSI</td>
<td></td>
<td></td>
<td>$0.00</td>
<td>$721.00</td>
</tr>
<tr>
<td>02/03/2014 14:54:38</td>
<td>2/3/14</td>
<td>Deposit</td>
<td>Beginning Balance</td>
<td>SSI</td>
<td></td>
<td></td>
<td>$0.00</td>
<td>$1,412.00</td>
</tr>
<tr>
<td>02/20/2014 07:04:50</td>
<td>2/20/14</td>
<td>Withdrawal</td>
<td>Monthly Allowance</td>
<td>SSI</td>
<td></td>
<td></td>
<td>-$30.00</td>
<td>$681.00</td>
</tr>
<tr>
<td>02/20/2014 07:04:50</td>
<td>2/20/14</td>
<td>Withdrawal</td>
<td>Monthly Allowance</td>
<td>SSI</td>
<td></td>
<td></td>
<td>-$30.00</td>
<td>$1,382.00</td>
</tr>
</tbody>
</table>
Sample: Trust Account Activity Extract File

<table>
<thead>
<tr>
<th>ChildSSN</th>
<th>Child ID</th>
<th>Last</th>
<th>First</th>
<th>MI</th>
<th>SX</th>
<th>AgencyCode</th>
<th>TransDate</th>
<th>EffectDate</th>
</tr>
</thead>
<tbody>
<tr>
<td>858976775</td>
<td>101655452</td>
<td>YILDM</td>
<td>LERAY</td>
<td>CRYSTAL</td>
<td></td>
<td>1000020</td>
<td>2/19/2014</td>
<td>2/19/2014</td>
</tr>
<tr>
<td>858976775</td>
<td>101655452</td>
<td>YILDM</td>
<td>LERAY</td>
<td>CRYSTAL</td>
<td></td>
<td>1000020</td>
<td>2/20/2014</td>
<td>2/20/2014</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TransType</th>
<th>DetailType</th>
<th>TransAmt</th>
<th>Bank Type</th>
<th>Benefit</th>
<th>SubAccount</th>
<th>CheckID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deposit</td>
<td>Beginning Balance</td>
<td>963.22</td>
<td>General</td>
<td>SSA</td>
<td>Current</td>
<td>6554</td>
</tr>
<tr>
<td>Withdrawal</td>
<td>One Time Withdrawal</td>
<td>400</td>
<td>General</td>
<td>SSA</td>
<td>Current</td>
<td>6777</td>
</tr>
</tbody>
</table>
Points to Remember

- Support for multiple General Accounts and additional ledger types
- Maximum balance monitoring feature
- Generates templates and handles attachments
- User scheduled batches and reporting
Please go to ... 

www.centerforchildwelfare.org